



ADMINISTRATIVE  
INTERNAL USE ONLY

12 January 1978

MEMORANDUM FOR: Lee H. Wigron  
VIA : Head of Career Service  
FROM : R. DeFelice  
Acting Director of Personnel  
SUBJECT : Retirement Planning

1. In order to assist employees in planning for their eventual retirement, it is the practice of the Agency to inform each employee, well in advance of retirement, of the services the Agency provides for retirement planning.

2. The prospect of retirement deserves serious thought and careful planning so that you may make the transition to the next phase of life with purpose and confidence. To assist you in this regard, the Agency offers various resources which are attuned to the needs of prospective retirees. You will, in the future, be invited by a Retirement Counselor to an individual pre-retirement counseling session, or more than one if you wish. This phase of retirement planning will be tailored solely to your own particular situation and circumstances and will be within the context of the retirement system under which you will retire. The individual counseling sessions are intended to give you a wide range of information on such matters as estimates of your annuity, survivor benefits, life and health insurance, Social Security, taxes, and assistance in obtaining other employment. In addition, you ~~will be invited to attend a Retirement Information Seminar~~ that will be offered in the autumn of 1978.

3. Experience has amply demonstrated that advance preparation eases the transition to retirement. I recommend, strongly, that you avail yourself of the services the Agency offers you in planning your own retirement.

*R. DeFelice*  
R. DeFelice

ADMINISTRATIVE  
INTERNAL USE ONLY

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(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 006198		2. NAME (Last-First-Middle) WIGREN, LEE H.		19 AUGUST 1976	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH: 08 DAY: 29 YEAR: 76		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS XX V TO V C TO V			7. PAY AND INCA T227-0171 0002		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDO/CI STAFF RESEARCH AND ANALYSIS GROUP OFFICE OF THE CHIEF			10. LOCATION OF OFFICIAL STATION WASH., D.C.		
11. POSITION TITLE OPERATIONS OFFICER SAS (14)			12. POSITION NUMBER EQ15		13. CAREER SERVICE DESIGNATION DAA
14. CLASSIFICATION SYMBOLS (GS, F, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 14 5	
17. SALARY OR RATE \$30,441		18. REMARKS FROM: CIS EQ27			
19. ACTION CODE 37 10		20. DATE SIGNED 1/SG 08/23/76		21. SIGNATURE OF CAREER SERVICE APPROVING OFFICER CAG/AT K. Seeli	
22. DATE SIGNED 8/24/76		23. SIGNATURE OF CAREER SERVICE APPROVING OFFICER CAG/AT K. Seeli			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
24. ACTION CODE 37 10		25. OFFICE CODING NUMERIC: 31510 ALPHABETIC: C15		26. STATION CODE 75013	
27. DATE OF BIRTH 12/10/23		28. DATE OF GRADE 12/10/23		29. DATE OF LET 12/10/23	
30. DATE OF BIRTH 12/10/23		31. DATE OF GRADE 12/10/23		32. DATE OF LET 12/10/23	
33. SECURITY REQ. NO.		34. SEX		EOD DATA	
35. VET. PREFERENCE CODE: 0-None 1-1 PT 2-10 PT		36. SER. COMP. DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.	
38. CAREER CATEGORY CODE: 0-None 1-1 PT 2-10 PT		39. FEES/HEALTH INSURANCE CODE: 0-WAIVER 1-REG 2-BE/OPT 3-INELIGIBLE		40. SOCIAL SECURITY NO.	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE: 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS	
44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45. POSITION CONTRA. CERTIFICATION 81 101 100 8-25-76		46. APPROVAL 1/SG H. F. 08/24/76	
47. DATE APPROVED 08/24/76		48. DATE APPROVED 08/24/76			

FORM 1152 USE PREVIOUS EDITION

SECRET

E-2, IMPDET CL. BY: 007622 (4)

SECRET

(If New Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 23 MARCH 1976	
1. SERIAL NUMBER 006198		2. NAME (Last-First-Middle) WIGREN, LEE H.									
3. NATURE OF PERSONNEL ACTION PROMOTION					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 03 28 76			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS XX		V TO V		V TO CF		7. PAY AND GRADE 6227-0171 0002		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS DEO/CI STAFF RESEARCH AND ANALYSIS GROUP EXTERNAL RESEARCH BRANCH					10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.						
11. POSITION TITLE OPS OPERATIONS OFFICER CH (15)					12. POSITION NUMBER EQ27		13. CAREER SERVICE DESIGNATION DAA				
14. CLASSIFICATION SCHEDULE (GS, FS, etc.) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 14 5		17. SALARY OR RATE \$ 30,441				
18. REMARKS  From GS-13/K											
DATE SIGNED 03/24/76				18a. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Richard L. Schmidt CMG/13				DATE SIGNED 4 March 1976			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 31500 C15		22. STATION CODE 75013	23. INTEGRITY CODE	24. MGT. CODE 1	25. DATE OF BIRTH MO DA YR 12 01 23	26. DATE OF GRADE MO DA YR 03 28 76	27. DATE OF LEL MO DA YR 03 28 76		
28. RTE EXPIRES MO DA YR	29. SPECIAL REFERENCE 1-CC 2-ORCA 3-FICA 4-NONE	30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE	32. CORRECTION/AMPLIFICATION DATA TYPE MO DA YR	EOD DATA		33. SECURITY RTO NO	34. SEX		
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SERV COMP DATE MO DA YR	37. LONG COMP DATE MO DA YR	38. CAREER CATEGORY CODE 0-NONE 1-PTC/TEMP	39. FEEL, HEALTH INSURANCE CODE 0-NONE 1-BIG 2-PTC/PT 3-UNDESIRABLE	40. SOCIAL SECURITY NO						
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		45. POSITION CONTROL CERTIFICATION OK 3/25/76					
46. DSR APPROVAL Jan. Wenz				DATE APPROVED 3/26/76							

FORM 1152 USE PREVIOUS EDITION

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E.2, IMPDET CL. BY: 007622

(4)



CONFIDENTIAL

21 NOV 1955

MEMORANDUM FOR: John P. O'Reilly  
Lee H. Wigren

SUBJECT : Letter of Commendation

We have just completed a high level, sensitive conference of considerable importance to both this Directorate and the Agency. You had the responsibility for virtually every aspect of its organization and administration. The planning and execution had to be done with comprehensive attention to detail without losing sight of our overall objectives. For weeks in advance and, particularly, during the conference itself you carried out your duties with energy, skill and competence which have reflected very creditably upon the Agency. You showed considerable tact and alertness in anticipating problems before they could arise. The close and cooperative relationship you established with the command and support personnel at the meeting site, and your obvious rapport with our various guests, also contributed to the efficient yet cordial environment in which the conference was conducted. You faced demanding and often complex responsibilities, and I commend you for your excellent performance in meeting them.

W. E. Nelson

William E. Nelson  
Deputy Director for Operations

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24 DEC 75

CI 535-75

MEMORANDUM FOR: Chairman, DDO Evaluation Boards  
FROM : Chief, Counterintelligence Staff  
SUBJECT : Promotion Recommendation for Lee H. Wigren

1. I recommend that Lee H. Wigren be promoted from GS-13 to GS-14. Mr. Wigren has been in grade since May 1962 and is now a GS-13, Step 8. He currently occupies a GS-15, Operations Officer, Branch Chief position.

2. Mr. Wigren was born 1 December 1923. He received a BA degree in Russian Studies from Yale University in 1947 and an MA degree in History from Harvard University in 1950. He entered on duty with CIA as a GS-06 clerk in March 1951. He subsequently attained professional status as an Intelligence Officer in 1952 and since that time has served variously as Intelligence Officer, Area Operations Officer, Biographics Officer, Instructor, and Operations Officer in DIV/D, Europe Division, SE Division, OTR, and since 1968 the Counterintelligence Staff.

3. Most of Mr. Wigren's career has involved CE and CI matters. He has been primarily concerned with various aspects of the Counterintelligence research and analysis activity of SE Division and, since 1968, the Counterintelligence Staff. In the course of his various assignments, he has developed a broad and deep substantive knowledge of the Soviet intelligence and security organs and their activities which has made him one of our more knowledgeable and effective CI analysts. He is careful and thorough in his research, he writes well, and he has an established reputation within and without CIA as an interesting and effective lecturer concerning counterintelligence matters. His career record reflects a consistently professional performance of above-average quality in his various CIA assignments. Additionally, that record is documented by several letters of appreciation from other US Government agencies and foreign liaison services for the highly professional assistance provided them by Mr. Wigren in the counterintelligence field.

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4. Mr. Wigren is currently Chief of the External Research Branch of the CI Research and Analysis Group. He is performing the duties and responsibilities of this GS-15 position in a satisfactory manner. He manages the complex activities of six staff officers and nine contract personnel associated with this Branch and is responsible for the several research programs in which they are involved. He strives to direct and combine the best talents of the personnel under his supervision toward the achievement of his Branch's objectives while remaining sensitive to the personal and career interests of his employees. He is especially effective in dealing with the several contract personnel (including former defectors) under his supervision who, because of their professional status and diverse ethnic backgrounds, sometimes require especially understanding treatment.

5. In summary, Mr. Wigren is effectively and satisfactorily performing the duties of a GS-15 Branch Chief in a position which requires specialized substantive knowledge and the ability to manage activities and supervise personnel. I believe that his demonstrated ability in this position and his sustained record of job performance at an above-average level since his last promotion clearly merit his promotion to GS-14 at this time.

  
George T. Kalaris  
Chief  
Counterintelligence Staff

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(When filled in)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)				28 NOVEMBER 1975	
006198		WIGREN, LEE H.					
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE REQUESTED		5. CATEGORY OF EMPLOYMENT	
DELEGATION OF NSCA				MONTH DAY YEAR 11 28 75		REGULAR	
6. FUNDS		7. PAY AND GRADE		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
XX V TO V CP TO V		V TO CP CP TO CP		6227-0170 0002			
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
CIS DDO/CL STAFF RESEARCH AND ANALYSIS GROUP EXTERNAL RESEARCH BRANCH				WASHINGTON, D.C.			
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION	
OPS OPERATIONS OFFICER CH (15)				EQ27		DAA	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
GS		0136.01		13 8		\$ 28,254	
18. REMARKS							
DATE SIGNED				19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED	
11/28/75				CMG/13 [Signature]		29/1/75	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGRITY CODE	24. RESERVE CODE	25. DATE OF BIRTH	26. DATE OF GRADE
37	10	NUMERIC ALPHABETIC 31300 CIS	75813			12/01/23	
29. NTE EXPIRES	30. SPECIAL REFERENCE	31. RETIREMENT DATA	32. SEPARATION DATA CODE	33. CANCELLATION CANCELLATION DATA	34. SECURITY REQ. NO.	35. SEX	
MO. DA. YR.	1-OS 2-ORG 3-PCA 4-NONE	CODE					
36. VET PREFERENCE	37. SERV COMP DATE	38. LONG COMP DATE	39. CAREER CATEGORY	40. LEGAL-HEALTH INSURANCE	41. SOCIAL SECURITY NO.		
CODE 0-NONE 1-5 PT. 2-10 PT.	MO. DA. YR.	MO. DA. YR.	CODE	CODE 0-WITNES 1-REG 2-REG/COPT 3-INELIGIBLE	HEALTH INS. CODE		
42. PREVIOUS CIVILIAN GOVERNMENT SERVICE	43. LEAVE CAT. CODE	44. FEDERAL TAX DATA	45. STATE TAX DATA	46. FORM EXECUTED	47. CODE	48. STATE CODE	
CODE 0-NO PREVIOUS SERVICE 1-NO BRAN IN SERVICE 2-BRAN IN SERVICE (LESS THAN 3 YEARS) 3-BRAN IN SERVICE (MORE THAN 3 YEARS)	CODE	CODE 1-YES 2-	CODE NO TAX EXEMPTIONS	CODE	CODE	STATE CODE	
49. POSITION CONTROL CERTIFICATION				DATE APPROVED			
12-2-75 [Signature] 03 DEC				12/2/75			

FORM 1152 USE PREVIOUS EDITION

SECRET

E-2, IMPDET CL. BY: 007632

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 006198				2. NAME (Last-First-Middle) WIGREN, LEE H.	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND CANCELLATION OF NSCA				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 15 75	
5. CATEGORY OF EMPLOYMENT REGULAR				6. FUNDS XX V TO V CF TO V CF TO CF	
7. PAY AND NSCA 6227-0170 0000				8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDO/CI STAFF RESEARCH & ANALYSIS GROUP EXTERNAL RESEARCH BRANCH				10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.	
11. POSITION TITLE OPS OPERATIONS OFFICER CH (15)				12. POSITION NUMBER EQ27	
13. CAREER SERVICE DESIGNATION DAA				14. CLASSIFICATION SCHEDULE (GS, E.R., etc.) GS	
15. OCCUPATIONAL SERIES 0136.01				16. GRADE AND STEP 13 S	
17. SALARY OR RATE \$ 20,905				18. REMARKS	
DATE SIGNED 09/15/75				18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER CNG/13	
DATE SIGNED 17/1/75				18C. SIGNATURE OF PERSONNEL OFFICER	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 31500010	22. STATION CODE 15010	23. INTEGRAL CODE 1	24. HODIN CODE 1
25. DATE OF BIRTH MO. DA. YR. 12 01 23	26. DATE OF GRADE MO. DA. YR. 1 1 75	27. DATE OF LET MO. DA. YR. 1 1 75	28. DATE OF BIRTH MO. DA. YR. 12 01 23	29. DATE OF GRADE MO. DA. YR. 1 1 75	30. DATE OF LET MO. DA. YR. 1 1 75
31. SPECIAL REFERENCE MO. DA. YR. 1 1 75	32. RETIREMENT DATA 1-DC 2-ORGN 3-FICA 4-NONE CODE 1-DC	33. SEPARATION DATA CODE TYPE NO. DA. YR. 1 1 75	34. CORRECTION CANCELLATION DATA TYPE NO. DA. YR. 1 1 75	35. SECURITY REQ. NO.	36. SEX
37. VET PREFERENCE CODE 0-NONE 1-1 PT. 2-10 PT.	38. SERV. COMP. DATE MO. DA. YR. 1 1 75	39. LONG. COMP. DATE MO. DA. YR. 1 1 75	40. CAREER CATEGORY LAD/RES PROV/TEMP CODE 1-RES 2-NO	41. FEDERAL TAX DATA CODE NO. TAX BALANCE 1-RES 2-NO	42. STATE TAX DATA CODE NO. TAX BALANCE 1-RES 2-NO
43. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 1 YEAR) 3-BREAK IN SERVICE (MORE THAN 1 YEAR)	44. LEAVE CAT CODE CODE 1-RES 2-NO	45. FEDERAL TAX DATA CODE NO. TAX BALANCE 1-RES 2-NO	46. STATE TAX DATA CODE NO. TAX BALANCE 1-RES 2-NO	47. SOCIAL SECURITY NO.	48. DATE APPROVED
49. POSITION CONTROL CERTIFICATION 9-18-75 JK 03 OCT 1975				50. O.P. APPROVAL DATE APPROVED 18 OCT 1975	

FORM 1152  
8-72 USE PREVIOUS EDITION

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E-2, IMPDET CL. BY: 007622

(4)



CONFIDENTIAL

DEPARTMENT OF DEFENSE  
DEFENSE INTELLIGENCE SCHOOL  
NAVAL DISTRICT WASHINGTON  
WASHINGTON, D. C. 222020374

OFFICE OF THE COMMANDANT

DD/O 24-6450

C-2037/IS-2

25 JAN 1974

Mr. William E. Nelson  
Deputy Director for Operations  
Central Intelligence Agency  
Washington, D.C. 20505

Dear Mr. Nelson:

(C) It is a distinct pleasure for me to express my sincere appreciation to Messrs. Raymond Rocca, William Decker, William Donnelly, John Bogart, Joseph Flaherty, Lee Wigren, Robert Thomas and Paul Johnson, all members of your staff, for their outstanding participation and support of our new "Soviet Intelligence Elective Seminar." This seminar provided an in-depth examination of the Soviet Intelligence and Security Services for twelve graduate degree candidates enrolled in the School's new Masters Degree Program in Strategic Intelligence.

(U) Each Agency participant displayed a thorough knowledge of the subject interlaced with personal experiences and analyses which made each presentation unique and extremely valuable for the seminar members. In addition to the participants' formal presentations, they also spent valuable time informally talking with individual members of the seminar and faculty. Our students and faculty were enthusiastic in their praise of all aspects for the program; and they especially appreciated the candid discussions of the problems Soviet intelligence poses both for the Agency and the Intelligence Community. Please convey to each participant our sincere thanks for his outstanding presentation and his interest in the School's Graduate Program.

(U) Your continued cooperation in assisting this School to educate students whose intelligence capabilities will be an asset to the Services and Intelligence Community is deeply appreciated.

Sincerely,

*W. J. Furnas*

W. J. FURNAS  
Captain, USN  
Commandant

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Classified by ..... IS-2  
EXEMPT FROM GENERAL DECLASSIFICATION  
SCHEDULE OF EXECUTIVE ORDER 11652  
EXEMPTION CATEGORY TWO (2)  
DECLASSIFY ON cannot be determined  
"Derivative information from material  
governed by CIA Regulation 10-29"

SECRET

10 Jan 1967

## REQUEST FOR PERSONNEL ACTION

DATE PREPARED

20 June 1968

1. SERIAL NUMBER 006198	2. NAME (Last-First-Middle) WIGREN, LEE H.	3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 07 14 68	5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X V TO V CF TO V	7. FINANCIAL ANALYSIS NO. CHARGEABLE 0227-0170	8. LEGAL AUTHORITY (Completed by Office of Personnel)		9. ORGANIZATIONAL DESIGNATIONS DDP/CI STAFF RESEARCH AND ANALYSIS GROUP	
10. LOCATION OF OFFICIAL STATION WASH., D.C.		11. POSITION TITLE OPS OFFICER (14)		12. POSITION NUMBER 0213	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 13 5	17. SALARY OR RATE 16329	

18. REMARKS

FROM: DDS/OTR (Position No. 1238)

CONCUR: *James D. D. Kelly*  
OTR/Personnel

cc: Finance &amp; Security

Security Approval Granted by Pers. SR/OS 6-24-68  
11-7-10-68

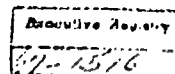
18A. SIGNATURE OF REQUESTING OFFICIAL <i>Byron B. Dumes</i> CI STAFF		DATE SIGNED 20 June 68		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Paul M. G. Kelly</i>		DATE SIGNED 27 JUN 1968	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE 37 10	20. EMPLOY CODE 31500	21. OFFICE CODING NUMERIC ALPHABETIC 31500 CI	22. STATION CODE 75013	23. INTEGRITY CODE	24. HOURS CODE 130123	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.
27. DATE OF LEI MO. DA. YR.	28. DATE OF LEI MO. DA. YR.	29. SPECIAL REFERENCE 1-FC 2-ORCA 3-FCR 4-NONE	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REG. NO.	34. SER
35. VET. PREFERENCE CODE 0-NONE 1-5 YR. 2-10 YR.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CODE 0-NONE 1-100 2-100	39. FEGLI HEALTH INSURANCE CODE 0-NONE 1-100	40. SOCIAL SECURITY NO.	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-NO SOCIAL IN SERVICE 2-24 MO IN SERVICE (LESS THAN 3 YEARS) 3-24 MO IN SERVICE (MORE THAN 3 YEARS)	
42. LEAVE CAT CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45. POSITION CONTROL CERTIFICATION From OTR	
46. O.P. APPROVAL <i>James D. D. Kelly</i>		DATE APPROVED 6/24/68		47. SIGNATURE OF REQUESTING OFFICIAL <i>Byron B. Dumes</i>			

FORM 1152 3-67 USE PREVIOUS EDITION

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GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

(4)



South African Police Headquarters,  
Private Bag 94,  
Pretoria.

17th March, 1967.

Mr. R. Helms,  
Central Intelligence Agency,  
WASHINGTON, D.C.

Dear *Mr. Helms,*

During a recent conversation with one of my officers in connection with the visit of Mr. Henry Plunko and Mr. Lee Wigren, it suddenly dawned on me that although I had, at the time, requested both Mr. John Mortz and Monarr Plunko and Wigren to convey my sincere thanks and good wishes to you - which I am sure they did - I had not yet written to you personally in connection with the matter.

Hank and Lee, as we affectionately remember them, proved themselves to be most worthy ambassadors of your country, as well as your service and I feel convinced that they left behind them a number of sincere new friends. They are both obviously experienced officers with a wide and thorough knowledge of their respective fields and we found their lectures highly instructive.

Fortunately, circumstances permitted the majority of my senior officers to attend the course in Pretoria and the lucid manner in which Hank and Lee delivered their lectures, brought us all under a new and deeper awareness of the vital role being played by the United States in the struggle against international communism, and for the very great need of unity and closer co-operation amongst the peoples of the free world if the communist onslaught is to be successfully withstood.

Please once again accept my sincere thanks for having made two such able and experienced officers as Hank and Lee available for the purpose of lecturing to us.

Kindest regards,  
Sincerely,

----- Major-General.

H. J. VAN DEN BERGH.

/RVZ





DEPARTMENT OF THE ARMY  
U. S. ARMY INTELLIGENCE SCHOOL  
FORT HOLABIRD, MARYLAND 21219

IN REPLY REFER TO:

15 March 1967

Mr. John H. Richardson  
Director of Training  
Central Intelligence Agency  
Langley, Virginia 20505


Dear Mr. Richardson:

It is a pleasure to express the appreciation of the Staff and Faculty of the U. S. Army Intelligence School for the presentation by Mr. Lee A. Wigren, at Fort Holabird, on 8 March 1967, to personnel attending Class 67-SO-2 of the Senior Foreign Officer Intelligence Course.

Mr. Wigren's discussion of current trends in Soviet foreign policy was factual and timely. His examples of Soviet activity in the foreign policy sphere in Vietnam, the Middle East and Africa were of definite value to this class. The talk was highly interesting and was enthusiastically received.

Thank you for your continued cooperation in our guest speaker program. Would you please convey to Mr. Wigren the appreciation of the Staff and Faculty.

Sincerely,

  
RICHARD S. SMITH  
Colonel, AIS  
Commandant

SECRET  
(When Filled In)

8 August 1966

MEMORANDUM FOR: Mr. Lee H. Wigren

THROUGH : Head of Career Service

SUBJECT : Notification of Non-eligibility for Designation as a  
Participant in the CIA Retirement and Disability System

1. As you may know, we are in the process of reviewing the employment history and current career field of all employees in the Agency to identify those who are eligible for designation as a participant in the new CIA Retirement and Disability System. In this process, the initial review of each case is made by the individual's Career Service. If the Head of his Career Service nominates him for participation in the System, this nomination is reviewed by the CIA Retirement Board which recommends final action to me. However, if the Head of the Career Service advises that the employee does not meet the basic requirements of HR 20-50 for participation, I have accepted this finding without further review by the CIA Retirement Board. This practice has been adopted in the interest of expediting this screening process so that those employees who are eligible to participate in the System may be designated participants as soon as possible.

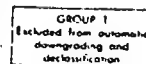
2. In your case, the Head of your Career Service has advised me that you do not meet the requirements of HR 20-50 for designation as a participant and I have accordingly made the formal determination required by the regulation that you are not eligible for designation. From a review of your record it appears that the decision of your Career Service was based upon the fact that you have 15 years or more of Agency service, but have not as yet performed 60 months of qualifying service as required by regulation. My determination that you are not eligible at this time for designation in no way affects your current status under the Civil Service Retirement System, nor does it preclude reconsideration of your eligibility to participate in the CIA System if you should meet the requirements for designation in the future.

3. Should you desire further information concerning the requirements for designation as a participant in the CIA Retirement System, I suggest that you read paragraph c of HR 20-50 and paragraph 5 of the Employee Bulletin dated 30 July 1965, entitled "Public Law 88-643, The Central Intelligence Agency Retirement Act of 1964 for Certain Employees."

4. It is always possible that the records upon which the determination made in your case may have been incomplete or inaccurate regarding your actual employment history with the Agency. If, after studying the materials cited above, you have questions regarding the determination that you are not eligible to participate in the CIA Retirement System, please feel free to contact officials of your Career Service. They are familiar with the details of your case and will gladly discuss them with you. In addition, you may wish to discuss your case with the CIA Retirement Staff located in Room 205, Magazine Building (extension 2847). If such discussions do not resolve any questions you have regarding your eligibility, you may request that your case be formally considered by the CIA Retirement Board. However, this request must be made within 30 days of the date of this memorandum.

*Emmett D. Echols*  
Emmett D. Echols  
Director of Personnel

SECRET



ORIGINAL	SERVICE COMPLETION DATE (MO - DAY - YR)
CORRECTION	
THIS DATE	SIGNATURE (Office of Personnel)

FORM 171 (Rev. 1-65) PREVIOUS EDITION

CONFIDENTIAL

SECRET

REQUEST FOR PERSONNEL ACTION		DATE PREPARED 7 April 1965	
1. SERIAL NUMBER 006198		2. NAME (Last-First-Middle) WIGREN, Lee H.	
3. NATURE OF PERSONNEL ACTION Reassignment		4. EFFECTIVE DATE REQUESTED DAY MONTH YEAR 01/1/65	
5. FUNDS X V TO V CP TO V		6. CATEGORY OF EMPLOYMENT Regular	
7. ORGANIZATIONAL DESIGNATIONS DDS/OTR School of International Communism Faculty		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. POSITION TITLE Instr <del>uctor</del> Intel <sup>9</sup>		10. LOCATION OF OFFICIAL STATION Washington, D. C.	
11. POSITION NUMBER (13) 1238		12. CAREER SERVICE DESIGNATION D	
13. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		14. GRADE AND STEP 13 x 3	
15. OCCUPATIONAL SERIES 1712.31		16. SALARY OR RATE \$12915	
17. REMARKS Security Approval Granted by Pers. SD/CS 4/14/65 Vice Henry Samoriski CONCUR: <u>[Signature]</u> 4-19-65 CONCUR: <u>[Signature]</u> 4-20/65 CONCUR: <u>[Signature]</u> CSP0/B 1cc forwarded to Payroll; 1 cc forwarded to Security 18A. SIGNATURE OF REQUESTING OFFICIAL DATE SIGNED 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER DATE SIGNED MATTHEW BAIRD, Director of Trng SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL 19. ACTION CODE 37 20. EMPLOY CODE 10 21. OFFICE CODING NUMERIC 17500 ALPHABETIC OTR 22. STATION CODE 4501 23. INTEGRITY CODE 1 24. MONTHS 1 25. DATE OF BIRTH MO. DA. YR. 12/01/23 26. DATE OF GRADE MO. DA. YR. 12/01/65 27. DATE OF LEI MO. DA. YR. 12/01/65 28. NTE EXPIRES MO. DA. YR. 12/01/65 29. SPECIAL REFERENCE 1-CSI 2-FICA 3-NONE 30. RETIREMENT DATA CODE 31. SEPARATION DATA CODE 32. CORRECTION CANCELLATION DATA MO. DA. YR. 33. SECURITY REQ NO. 34. SEX 35. VET. PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT. 36. SERV. COMP. DATE MO. DA. YR. 37. LONG COMP. DATE MO. DA. YR. 38. CAREER CATEGORY CODE 39. FEGLI HEALTH INSURANCE CODE 0-WAIVER 1-YES 40. SOCIAL SECURITY NO. 41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 2 YEARS) 3-BREAK IN SERVICE (MORE THAN 2 YEARS) 42. LEAVE CAT. CODE 43. FEDERAL TAX DATA FORM EXECUTED: CODE 1-YES 2-NO 44. STATE TAX DATA FORM EXECUTED 1-YES 2-NO 45. POSITION CONTROL CERTIFICATION DATE APPROVED 4-21-65			

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 9 May 1962	
1. SERIAL NUMBER 06198		2. NAME (Last-First-Middle) WIGGEN, LEE H.			
3. NATURE OF PERSONNEL ACTION Promotion			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 13 62		5. CATEGORY OF EMPLOYMENT Regular
6. FUNDING X V TO V CF TO V			7. COST CENTER NO. CHARGE-ABLE 2234 1000 1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS JEP/SR Chief, Operations and Plans Counterintelligence Branch Research Section			10. LOCATION OF OFFICIAL STATION Washington, D. C.		
11. POSITION TITLE Ops Officer (CM)			12. POSITION NUMBER 351		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LT, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 1	
				17. SALARY OR RATE 10635	
18. REMARKS From same slot.					

DATE SIGNED				189. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED			
[Signature]				[Signature]				5/10/62			
EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. OFFICE CODING NUMERIC ALPHABETIC 22 10 60080 SR		22. STATE CODE		23. INTERSTATE CODE		24. POSTAL CODE		25. DATE OF BIRTH MO. DA. YR. 1 12 1923		26. DATE OF GRADE MO. DA. YR.	
27. DATE OF LEAVE MO. DA. YR.		28. SPECIAL REFERENCE		29. RESIDENCE DATA 1 - CSC 2 - FICA 3 - NONE		30. SEPARATION DATA CODE		31. CORRECTION/ANALYSIS DATA		32. SECURITY REQ. NO.	
33. MET. PREFERENCE 1 - NONE 2 - 5 yr. 3 - 10 yr.		34. SERA. COMP. DATE MO. DA. YR.		35. LONG. COMP. DATE MO. DA. YR.		36. MIL. SERA. CREDITED 1 - YES 2 - NO		37. FEZ. / HEALTH INSURANCE CODE CODE C - NO VER HEALTH INS. CODE		38. SOCIAL SECURITY NO.	
39. PREVIOUS GOVERNMENT SERVICE DATA 1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (LESS THAN 12 MO.) 4 - BREAK IN SERVICE (LONGER THAN 12 MO.)				40. LEAVE CAT. CODE		41. FEDERAL TAX DATA FORM EXEMPTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO		42. STATE TAX DATA FORM EXEMPTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO		43. STATE CODE	
44. POSITION CONTROL CERTIFICATION						45. O.P. APPROVAL [Signature]				DATE APPROVED 5/10/62	

SECRET

141

SECRET

5 March 1962

MEMORANDUM FOR: Clandestine Services Career Service Board,  
Secretary

SUBJECT : Promotion Recommendation for Mr. Lee H. Wigren

1. In recommending most strongly Mr. Wigren's promotion from GS-12 to GS-13, I feel it is only necessary to emphasize Mr. Wigren's educational background at Yale and Harvard, where he received a B.A. and M.A. in History and Russian; his ten years of work in the Agency on Soviet intelligence in the CI Staff, FI/D, and SR Division; his ability during the past three years in SR to supervise a group of over twelve people performing a variety of research functions, ranging from major studies to operational aids, on the RIS; his appreciation of the counter-intelligence role of the Agency and his furtherance of our mission in that respect by the high standards of excellence of his production; and his vigor in assuming and carrying out the duties of a job formerly held by a GS-15.

2. Mr. Wigren has been in grade for almost four years. He has had responsibilities and performed duties far above his grade level for three of those years while dealing with practically all of the DD/P, other agencies of the government, and foreign intelligence and security services. He is an acknowledged expert in his field and equalled in it by no one else in the Agency, and possibly in the government as a whole. His fitness reports have reflected superior performance in every important respect and outstanding performance in many ways, with the highest personal characteristics possible, doing a job on a uniquely difficult subject, while using and training personnel who all too often have had little or no background for their positions.

3. In my opinion, Mr. Wigren is the most qualified GS-12 in the Division for promotion to GS-13, and I believe that the above comments and our four previous promotion recommendations amply support me.

*John H. Mauby*

JOHN H. MAUBY,  
Chief, SR Division

SECRET

2 September 1959

MEMORANDUM FOR: Chief, SR/CE

SUBJECT : Promotion Request,  
Lee H. WIGREN

1. It is requested that Mr. Wigren be promoted to GS-13.

2. Mr. Wigren received his BA from Yale in 1947, majoring in history and Russian language and area studies, and his MA from Harvard in 1948 in history. He came on duty with the Soviet Intelligence Branch of what was then Staff C in March 1951, and stayed with that branch as a research analyst on Soviet Intelligence until after its transfer to SR/CE in early 1955, when he transferred to WE Division in search of a field assignment. Such assignment having become increasingly doubtful by 1957, he transferred to FI/D where he remained until assignment to this Division in April 1959 as Chief of SR/CE/Research.

3. I might as well admit at the start that I have known Mr. Wigren since we were in high school together and I have always been impressed with his ability, particularly in the research field. Additionally, he has been in or close to research on Soviet Intelligence for the past 8 1/2 years. This, combined with his academic background in research methodology, history in general and Russian history in particular, made him my natural choice for his present job although I had never worked directly with him before. In the past five months, I have had reason to be happy about my choice. The main need in SR/CE/Research has been for an established program of studies which we might expect to be produced in regular order; this has been a need, to my personal knowledge, since 1955. Mr. Wigren has quietly set up such a schedule with realistic target dates, is in touch with each study at each point during its production, and shows every indication of meeting his deadlines. He has a long-range interest in counter-intelligence, knows what he is doing and why, and is able to orient his subordinates properly and direct their efforts.

4. Although Mr. Wigren has been in grade only a relatively short time, since April 1958, I feel that he is doing a difficult job excellently and that his promotion is justified on the basis of academic background, Agency experience and current performance.

EDWARD W. KNOWLES  
SR/COF/CE

**SECRET**  
SECURITY INFORMATION

## PERSONNEL EVALUATION REPORT

*Items 1 through 6 will be completed by Administrative or Personnel Officer*

1. NAME (Last)	(First)	(Middle)	2. GRADE	3. POSITION TITLE
WIGREN	Lee	H	GS-7	Intell. Off.
4. OFFICE	STAFF OR DIVISION		BRANCH	DEPT'L. IF FIELD, SPECIFY STATION
DLP	FI		Staff c - CE	<input checked="" type="checkbox"/> DEPT'L. <input type="checkbox"/> FIELD
5. PERIOD COVERED BY REPORT From 4-19-52 To 4-19-53			6. TYPE OF REPORT <input type="checkbox"/> Initial <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Special <input type="checkbox"/> Reassignment <input type="checkbox"/> Reassignment of Supervisor	

*Items 7 through 10 will be completed by the person evaluated*

7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.
1. Under general supervision, examine the structure and operational methods of Soviet intelligence services, and prepare studies based on this examination.
  2. Conduct research to determine current relationships between Soviet intelligence services and those of the Soviet satellite countries.
  3. Prepare analyses of special counterespionage problems for use in the field, headquarters and training.
  4. Prepare counterespionage studies dealing with specific areas, and based on systematic analyses of espionage cases in those areas.
  5. Assist in the review of Country Plans from the counterespionage viewpoint.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

Name of Course	Location	Length of Course	Date Completed
The following courses were completed during the period April to July 1951, and have not been previously reported:			
1. Basic Orientation Course; 2. Basic Intelligence Course; 3. Operations Course; and 4. Advanced Operations Course.			

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?

Research, analysis, and support -- all mainly in the field of counterespionage.  
IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).

10.

21 April 1953

DATE

*Lee H. Wigren*

SIGNATURE

*Items 11 through 12 will be completed by Supervisor*

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.

Highly satisfactory. Has displayed conspicuous good judgment, accuracy, and cooperation.

**SECRET**  
SECURITY INFORMATION

<p>12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?</p> <p style="text-align: center;">Judgment</p>
<p>13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?</p> <p style="text-align: center;">Knowledge of Soviet Int. Affairs, particularly operational policies, for which he has shown a marked inability.</p>
<p>14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.</p> <p style="text-align: center;">Shown ability for improvement and eventual leadership.</p>
<p>15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)</p> <p style="text-align: center;">No.</p>
<p>16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?</p> <p style="text-align: center;">Training adequate. eventual operational experience, preferably in Scandinavian area, desirable.</p>
<p>17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM JUSTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.</p>
<p>18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.</p>
<p>_____ DATE <u>21 April 1953</u></p>
<p>19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in</p> <p style="text-align: center;">_____ DATE <u>21 April '53</u></p>
<p>20. COMMENT(S) (if necessary, may be continued on reverse side of cover sheet.)</p>

**SECRET**



**SECRET**  
SECURITY INFORMATION

ITEMS 1 THROUGH 8 WILL BE COMPLETED BY TRANSACTIONS AND RECORDS BRANCH WHEN ACTION IS INITIATED IN PERSONNEL DIVISION

<b>ROUTING AND ACTION SLIP FOR PERSONNEL EVALUATION REPORT</b>				DATE <b>MAR 9 1953</b>	
1. NAME (Last)	2. GRADE	3. POSITION TITLE			
4. OFFICE	5. STAFF OR DIVISION	6. BRANCH	7. IF FIELD, SPECIFY STATION		
8. PERIOD COVERED BY REPORT From <b>4-10-52</b> to <b>4-10-53</b>		9. TYPE OF REPORT <input type="checkbox"/> Initial <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Special <input type="checkbox"/> Reassignment <input type="checkbox"/> Reassignment of Supervisor			
10. DATE REPORT DUE IN PERSONNEL OFFICE <b>4-17-53</b>			11. AUTHENTICATION (If Branch)		

ROUTING AND ACTION			
REQUIRED ACTION	PERSON TO TAKE ACTION	DATE ACTION COMPLETED	INITIALS
9. a. Obtain two copies of CIA Form 37-151. b. Enter data in Items 1 through 6, above, in corresponding spaces of FER forms. c. Attach this action form and pamphlet "Your Evaluation Report" to FER forms. d. Deliver forms to immediate supervisor of person to be evaluated.	Evaluations Officer	<b>20 Apr 53</b>	<b>BBP</b>
10. a. Deliver forms to person to be evaluated. b. Offer advice and assistance.	Supervisor	<b>21 Apr 53</b>	<b>SSB</b>
11. a. Complete Items 7 through 10. b. Deliver forms to supervisor.	Person to be Evaluated	<b>21 Apr 53</b>	<b>LHW</b>
12. a. Complete Items 11 through 17. b. Attach warning memo, if required. c. Deliver forms to reviewing official (supervisor next in line).	Supervisor	<b>21 April 53</b>	<b>SSB</b>
13. a. Review the evaluation. b. Discuss complete evaluation and recommendations with supervisor. c. Record additional comments on forms. d. Sign forms in Item 19. e. Deliver forms to supervisor.	Reviewing Official	<b>21 Apr 53</b>	<b>LHW</b>
14. a. Discuss all aspects of evaluation with person being evaluated. (Explain right of appeal, if warning memo is prepared.) b. Sign forms in Item 18. c. Deliver forms to Evaluations Officer.	Supervisor	<b>21 Apr 53</b>	<b>SSB</b>
15. a. Deliver original copy of evaluation form to Transactions and Records Branch, Personnel Division. b. Retain the carbon copy for use of operating office and Office Career Service Board. c. Detach Instruction Sheet of Form 37-151 if Item 20 (continued) is unused.	Evaluations Officer	<b>APR 21 1953</b>	<b>BBP</b>

SECRET

REQUEST FOR PERSONNEL ACTION

VOUCHERED  
8 AUGUST 1959

1. Serial No.	2. Name (Last-First-Middle)	3. Date Of Birth	4. Vac. Prof.	5. Sex	6. CS - EOP
106198	WICKEN LEE H	Mo. Da. Yr. 12 01 23	Mo. Da. Yr. 5 Pr. 1 10 Pr. 2	M 1	Mo. Da. Yr. 03 19 51
7. SC	8. CSC Points	9. CSC Or Other Legal Authority	10. App. Allotment	11. FEI	12. LCD
Mo. Da. Yr. 07 24 43	Yes - 1 No - 2	Code 1	Yes - 1 No - 2	Code 03	Mo. Da. Yr. 03 19 51
50 USCA 402					

PREVIOUS ASSIGNMENT

14. Organizational Designations	Code	15. Location Of Official Station	Station Code
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH <del>XXXXXXXX</del> SECTION	4824	WASH., D. C.	75013
16. Dept. Field	17. Position Title	18. Position No.	19. Serv. 20. Occup. Series
Mo. Da. Yr. 07 24 43	Code 2	11 11 11	Mo. Da. Yr. 03 19 51
OPS OFFICER		0400	GS 0136.01
21. Grade & Step	22. Salary Or Rate	23. SD	24. Date Of Grade 25. Vol Due
12 1	\$ 8330	DI	Mo. Da. Yr. Mo. Da. Yr. 04 12 1952 10 10 1959
		26. Appropriation Number 0234 1000 1000 <del>XXXXXXXXXX</del>	

ACTION

27. Nature Of Action	Code	28. Eff. Date	29. Type Of Employee	Code	30. Separation Date
REASSIGNMENT	516	Mo. Da. Yr. 08 12 59	REGULAR	01	

PRESENT ASSIGNMENT

31. Organizational Designations	Code	32. Location Of Official Station	Station Code
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH SECTION	4824	WASH., D. C.	75013
33. Dept. Field	34. Position Title	35. Position No.	36. Serv. 37. Occup. Series
Mo. Da. Yr. 07 24 43	Code 2	11 11 11	Mo. Da. Yr. 03 19 51
OPS OFFICER		0400	GS 0136.01
38. Grade & Step	39. Salary Or Rate	40. SD	41. Date Of Grade 42. Vol Due
12 1	\$ 8330	DI	Mo. Da. Yr. Mo. Da. Yr. 04 12 1952 10 10 1959
		43. Appropriation Number 0234 1000 1000	

SOURCE OF REQUEST

A. Requested By (Name And Title)	C. Request Approved By (Signature And Title)
CH/SE/PERSONNEL	
B. For Additional Information Call (Name & Telephone Ext.)	
24407	

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board		5/12/59	D. Placement		
B. Pos. Control		5/12/59	E.		
C. Classification			F. Approved By		

Remarks PER NEW T/O

SECRET

**SECRET**  
(When Filled In)

V to V		V to UV		<b>REQUEST FOR PERSONNEL ACTION</b>										DATE		PREPARED													
UV to V		UV to UV												Mo Da		Mo Da Yr													
1. Serial No.		2. Name (Last-First-Middle)										3. Date Of Birth		4. Ver. Prof.		5. Sex		6. CS - EOU											
106198		WIGREN, LEE H.										12 01 23		None-0 S. Pr-1 10 Pr-2		1 M 1		03 19 51											
7. CSC		8. CSC Report										9. CSC Or Other Legal Authority										10. Appt. Att'd		11. FEGLI		12. LCD		13. Code	
na Da Yr		Yes - 1 No - 2		Code		Mo Da Yr		Yes - 1 No - 2		Code		Mo Da Yr		Yes - 1 No - 2		Code		Mo Da Yr		Yes - 1 No - 2		Code							
03 24 43		1		1		50 USC 401 1						03 19 51		2															

**CURRENT ASSIGNMENT**

14. Organizational Designations										Code		15. Location Of Official Station										Station Code					
DDP FI STAFF DIV D COUNTER ESPIONAGE SECTION BIOGRAPHIC UNIT												WASH., D. C.															
16. Dept. Field										17. Position Title		18. Position No.										19. Serv.		20. Occup. Series			
2										BIOGRAPHIC OFF		712										GS		0132-21			
21. Grade & Step										22. Salary Or Rate		23. SS		24. Date Of Grade		25. PSI Due		26. Appropriation Number									
12 1										\$ 8330		EI		Mo Da Yr		Mo Da Yr		9 2305 23									

**ACTION**

27. Nature Of Action										Code		28. Eff. Date		29. Type Of Employee										Code		30. Separation Data	
REASSIGNMENT												01/19/59		REGULAR													

**PROPOSED ASSIGNMENT**

31. Organizational Designations										Code		32. Location Of Official Station										Station Code					
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH AND SUPPORT SECTION												WASH., D. C.															
33. Dept. Field										34. Position Title		35. Position No.										36. Serv.		37. Occup. Series			
IO CI												400 1-12										GS		0136-53			
38. Grade & Step										39. Salary Or Rate		40. SS		41. Date Of Grade		42. PSI Due		43. Appropriation Number									
12 1										\$ 8330		EI		4 30 59		10 1 59		9 3400 20 001									

**SOURCE OF REQUEST**

44. Requested By (Name And Title)										45. Request Approved By (Signature And Title)										Date Approved	
CH/SP/PEPSCS										CONCURRENCE: [Signature] FI/PEPS										10/1/59	
46. For Additional Information Call (Hq & Teletype Ext.)																					
CHARLES B. REDMOND 24407																					

**CLEARANCES**

Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Board		[Signature]		12-57		D. Placement					
B. Pos. Control		[Signature]		12-59		E. Release					
C. Classification		[Signature]				F. Approved By		[Signature]		12-59	

Remarks: Two copies of this action have been forwarded to the Office of Security.  
One copy has been furnished Vouchered Payroll.

CONCURRENCE: [Signature]

W. H. [Signature] A.C. FT.D

Continued on reverse side

FORM 1152a (USE PREVIOUS EDITION)

**SECRET**

103

3/3/59

## REQUEST FOR PERSONNEL ACTION

1. Serial No. 10112		2. Name (Last-First-Middle) MICHAEL LEE H				3. Date Of Birth Mo. 12 Da. 1 Yr. 20			4. Vot. Prof. Non-0 5 Pt-1 10 Pt-2		5. Sex M		6. CS - EOD Mo. 12 Da. 1 Yr. 20		
7. SCB Mo. 12 Da. 1 Yr. 20		8. CSC Reimt. Yes-1 No-2		9. CCC Or Other Legal Authority Code 1		10. Apmt. Affidav. Mo. 12 Da. 1 Yr. 20			11. FEGLI Yes-1 No-2		12. LCD Mo. 12 Da. 1 Yr. 20		13. BIL. Serv. Credit, Act Yes-1 No-2		

## PREVIOUS ASSIGNMENT

14. Organizational Designations DDP FI STAFF DIVISION 9 COUNTER ESPIONAGE SECTION DIAGNOSTIC UNIT				Code 4103		15. Location Of Official Station WASH. D. C.				Station Code 75013	
16. Dept. - Field Dept. - USIld - Frqn -		17. Position Title Code 2 DIAGNOSTIC OFF		18. Position No. 712		19. Serv. CS		20. Occup. Series 0132.31			
21. Grade & Step 11 3		22. Salary Or Rate \$ 6820		23. SD 01		24. Date Of Grade Mo. 01 Da. 18 Yr. 55		25. PSI Due Mo. 21 Da. 12 Yr. 55		26. Appropriation Number C 2305 23	

## ACTION

27. Nature Of Action Promotion		Code 30		28. Eff. Date Mo. 2 Da. 20 Yr. 58 20 APR 1958		29. Type Of Employee Regular		Code 01		30. Separation Date	
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## PRESENT ASSIGNMENT

31. Organizational Designations				Code 4109		32. Location Of Official Station				Station Code	
33. Dept. - Field Dept. - USIld - Frqn -		34. Position Title Code		35. Position No. 1722		36. Serv.		37. Occup. Series			
38. Grade & Step 12 1		39. Salary Or Rate \$ 7570		40. SD		41. Date Of Grade Mo. 1 Da. 18 Yr. 55		42. PSI Due Mo. 21 Da. 12 Yr. 55		43. Appropriation Number	

## SOURCE OF REQUEST

A. Requested By (Name And Title) Frank B. Rowlett - C/FI/Div D		C. Request Approved By (Signature And Title) [Signature] FI/PO	
B. For Additional Information Call (Name & Telephone Ext.) - 8312			

## CLEARANCES

Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Board		[Signature]		11/25/54		D. Placement		[Signature]		11/25/54	
B. Pos. Control						E.					
C. Classification						F. Approved By		[Signature]			

Remarks

1152

(4)

14 February 1958

MEMORANDUM FOR: Chief, FI


VIA: FI/Personnel

SUBJECT: Personnel Action (Promotion)

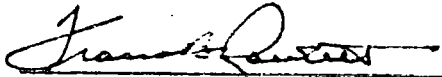
1. It is recommended that Mr. Lee WIGREN be promoted from GS-11 to GS-12. Mr. Wigren has been in his present grade since 16 January 1955. Since he was assigned to Division D on 23 September 1957, he has been under my supervision. His performance during this time has been at least at a GS-12 level.

2. Mr. Wigren's duties warrant a GS-12. He is primarily engaged in research of a complex and tedious nature which requires a high degree of professional competence.

3. Mr. Wigren deserves a promotion on the basis of his job performance. Since coming under my supervision, he has consistently shown himself to be a conscientious, diligent and capable employee; and the high quality of his reports are indicative of his intelligence, flair for research, and ability to write effectively.

  
Chief, Special Activities Br., FI/D

APPROVED:

  
FRANK B. ROWLETT, Chief, FI/Division D

SECRET

Classify According  
To Content

## REQUEST FOR PERSONNEL ACTION

1. Serial No.	2. Name (Last-First-Middle) WIGREN, LEE H.	3. Date Of Birth Mo Da Yr 12 1 23	4. Vet. Pref. None-0 5 Pt-1 10 Pt-2	5. Sex M	6. CS - EOD Mo Da Yr
7. SCD Mo Da Yr	8. CSC Reim. Yes - 1 No - 2	9. CSC Or Other Legal Authority Code 1	10. Apmt. Affidav. Mo Da Yr	11. FEGLI Yes - 1 No - 2	12. LCD Mo Da Yr
					13. Civil LSR Yes - 1 No - 2

## PREVIOUS ASSIGNMENT

14. Organizational Designations DDP/WE Scandinavian Branch, FI, PP, TH Sweden	Code	15. Location Of Official Station Washington, D. C.	Station Code
16. Dept. - Field Dept. - XX Valid - Frag -	17. Position Title Area Ops Officer	18. Position No. AD-55	19. Serv. 20. Occup. Series 65 0136-01
21. Grade & Step GS-11 2	22. Salary Or Rate \$ 6605	23. SD DI	24. Date Of Grade Mo Da Yr 11 17 57
		25. PSI Due Mo Da Yr	26. Appropriation Number 8-3600-20

## ACTION

27. Nature Of Action REASSIGNMENT	Code 57	28. Eff. Date Mo Da Yr 11 17 57	29. Type Of Employee Regular	Code 01	30. Separation Data
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## PRESENT ASSIGNMENT

31. Organizational Designations DDP FI Staff Division D Counter Espionage Letter Biographic Unit	Code 4141	32. Location Of Official Station Washington, D. C.	Station Code 10-25
33. Dept. - Field Dept. - XX Valid - Frag -	34. Position Title Biographic Officer	35. Position No. 87-712-01	36. Serv. 37. Occup. Series 65 0132-31
38. Grade & Step GS-11 2	39. Salary Or Rate \$ 6605	40. SD DI	41. Date Of Grade Mo Da Yr 11 16 57
		42. PSI Due Mo Da Yr 11 12 58	43. Appropriation Number 8-2305-23

## SOURCE OF REQUEST

A. Requested By (Name And Title) FRANK B. ROWLETT, Chief, FI/D	C. Request Approved By (Signature And Title) FI/PO
B. For Additional Information Call (Name & Telephone Ext.) Ext. 4245	

## CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board	[Signature]	11/15/57	D. Placement	[Signature]	11/16/57
B. Pos. Control	[Signature]	11/15/57	E.		
C. Classification			F. Approved By	Robert H. Sherry	
Remarks: [Handwritten notes: Interview, k: 8 hr, w/E/PT, etc.]					

MEMORANDUM FOR: Personnel Folder

SUBJECT : Career Development Plan - for WIGGINS, Leo H.

An individual career plan has been developed on  
the above subject, approved on 20 November 1956  
and is on file in the FI Career Management Office.

*Robert K. Skeels*  
ROBERT K. SKEELS  
FI Career Management Officer

STANDARD FORM 52  
PREPARED BY THE  
U. S. ARMY PERSONNEL  
ADMINISTRATION - PERSONNEL  
MANUAL (CHAPTER 1)

SECRET

# REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr - Miss - Mrs. - One given name, initial(s), and surname)	2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST
Mr. Lee H. WIGREN	1 Dec 1923		7 July 55
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment		6. EFFECTIVE DATE A. PROPOSED: ASAP	7. C. S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.)		D. APPROVED:	

FROM: Area Ops. Officer BB 67-11 GS-0136.01-11 \$5940.00 p.a. DDP/WE Branch FI, PP, PM Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	9. POSITION TITLE AND RUMBLE 10. SERVICE, GRADE, AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 12. HEADQUARTERS 13. FIELD OR DEPARTMENTAL	TO: Area Ops Officer BB 55 GS-0136.01-11 \$5940.00 p.a. DDP/WE FI, PP, PM Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL DP
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A. REMARKS (Use reverse if necessary)

Incumbent, Carter, to be reassigned to field slot in WE.

Approved  
JUL 26 1955  
D. M. Collins  
PP/Career Service

B. REQUESTED BY (Name and title) A. M. GREGG, Personnel Officer, WE	D. REQUEST APPROVED BY Signature: [Signature] Title: F-1/D. M. C.
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) H. E. EISSNER, x 3124	
13. VETERAN PREFERENCE NONE WWII OTHER 5 PT. 10 POINT DISAB OTHER <input checked="" type="checkbox"/>	14. POSITION CLASSIFICATION ACTION NEW VICE L.A. REAL
15. SEX M W 16. RACE 17. APPROPRIATION FNM: 5-3600-20 TO: same	18. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) Yes
	19. DATE OF APPOINT- MENT AFFIDAVIT (ACCESSIONS ONLY)
	20. LEGAL RESIDENCE SD-DI <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Mass.

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. ON POS CONTROL		25 JUL 1955	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL	OC re	26 JUL 55	
E.			
F. APPROVED BY	[Signature]		

SECRET



STANDARD FORM 52  
PREPARED BY THE  
U. S. CIVIL SERVICE COMMISSION  
JANUARY 1964 - EDITION 10-64  
GSA GEN. REG. NO. 27

SECRET

REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Mrs., Miss, One given name, initial(s), and surname) <b>Mr. Lee H. WIGGINS</b>	2. DATE OF BIRTH <b>1 Dec. 1923</b>	3. REQUEST NO.	4. DATE OF RECEIPT <b>23 Feb 55</b>
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Reassignment</b>		6. EFFECTIVE DATE A. PROPOSED: <b>ASAP</b>	7. C. S. OFFICE LEGAL AUTHORITY <b>117</b>
B. POSITION (Specify whether establish, change grade or title, etc.)		D. APPROVED: <b>13 Mar 1955</b>	

FROM— <b>Intell. Off. (FI) BV 227 GS-0136.51-11 \$5940.00 p.a.  DDP/FI Staff C Soviet Intelligence Branch Soviet Intell. Ops. Guidance Sec. Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL</b>	8. POSITION TITLE AND NUMBER  9. SERVICE, GRADE, AND SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS  12. FIELD OR DEPARTMENTAL	TO— <b>Area Ops. Officer EB 67-11 GS-0136.01-11 \$5940.00 p.a.  DDP/WE <input type="checkbox"/> Branch, FI, PP, PM  Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL</b>
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A. REMARKS (Use reverse if necessary)

Fitness report of October 1954 is current, adequate and needs no change or modification.

B. REQUESTED BY (Name and title) <b>A. M. GREGG, Personnel Officer, W-1</b>		D. REQUEST APPROVED BY Signature: <b>James P. Murphy (W-1)</b> Title: <b>Director, 1 March 55</b>	
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>W. E. BISHOP, X 2422</b>		14. POSITION CLASSIFICATION ACTION NEW VICE I. A. REAL <b>SD - DI</b>	
13. VETERAN PREFERENCE NONE WWII OTHER S. P. 15 POINT CISAB. OTHER <b>X</b>		18. SUBJECT TO C. S. RETIREMENT ACT (YLS-NO) <b>Yes</b>	
15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>5-2305-23</b> TO: <b>5-3600-20</b> <b>I certify funds available:</b>	19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)
20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: <b>VA</b>			

21. STANDARD FORM NO. REMARKS

*conc. by H-1  
3-3-55  
W-1  
3-16-55*

Comp. Ref. No. \_\_\_\_\_  
Change Act. No. **5-3600**  
Asst. Officer \_\_\_\_\_

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR FOR CONTROL	<b>AK</b>	<b>3/10</b>	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.	<b>AK</b>	<b>3/11</b>	
E.			

F. APPROVED BY

**R. A. Strickler**

**R. A. Strickler**

11 MAR 1955

23 February 1955

TO: Chief, WE/1

FROM: SR/CE/Holbrook *not*

SUBJECT: Transfer of Personnel

1. This is to notify you that Lee H. Wigren, currently assigned to SR/CE, is available for release to WE/1.

STANDARD FORM 52  
 PREPARED BY THE  
 U. S. CIVIL SERVICE COMMISSION  
 EMPLOYING THE FEDERAL PERSONNEL  
 MANUAL, CHAPTER VI

SECRET

## REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
 If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) <b>Mr. Leo H. WIGREN</b>		2. DATE OF BIRTH <b>12/1/23</b>	3. REQUEST NO.	4. DATE OF REQUEST <b>9 Dec. 1954</b>
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>PROMOTION</b>		6. EFFECTIVE DATE A. PROPOSED:		7. C.S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.)		9. APPROVED: <b>16</b>		
FROM— <b>Intell. Off. (FI) EV 227</b> <b>GS-0136.51-9 \$5185 p.a.</b> <b>DDP/FI</b> <b>Staff C</b> <b>Soviet Intelligence Branch</b> <b>Soviet Intell. Ops. Guidance Sec.</b> <b>Washington, D.C.</b>		10. POSITION TITLE AND NUMBER 11. SERVICE GRADE AND SALARY 12. ORGANIZATIONAL DESIGNATIONS 13. HEADQUARTERS	TO— <b>Intell. Off. (FI) EV 227 *</b> <b>GS-0136.51-11 \$5940 p.a.</b> <b>DDP/FI</b> <b>Staff C</b> <b>Soviet Intelligence Branch</b> <b>Soviet Intell. Ops. Guidance Sec.</b> <b>Washington, D.C.</b>	
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		

A. REMARKS (Use reverse if necessary)

\* This slot recently upgraded

B. REQUESTED BY (Name and title) <b>Acting C/SEC</b>		D. REQUEST <b>Signature</b>	
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>Ext. 3535</b>		Title: <b>FI/NO MO</b>	
13. VETERAN PREFERENCE NONE <input checked="" type="checkbox"/> WWI <input checked="" type="checkbox"/> OTHER: S.P.T. <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB. OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> TWICE <input type="checkbox"/> I.A. <input type="checkbox"/> REAL <input type="checkbox"/> <b>SD: FI</b>	
15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>5-2305-23</b> TO:	18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) <b>Yes</b>
		19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	20. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. OR POS. CONTROL		<b>1/15</b>	
C. CLASSIFICATION		<b>1/7/55</b>	
D. PLACEMENT OR EMPL.			
E.			
F. APPROVED BY: <b>Reginald L. Bess</b> <b>SECRET</b> <b>R. L. Bess</b> <b>-7 JAN 1955</b>			

SECRET

CUMULATIVE TRAINING RECORD					DATE 10, December 1954
NAME Leo H. Wigren			PROJECTED PERSONNEL ACTION		
			<input checked="" type="checkbox"/> PROMOTION	<input type="checkbox"/> REASSIGNMENT	<input type="checkbox"/> OTHER (explain)
			<input type="checkbox"/> ROTATION	<input type="checkbox"/> TRAVEL	
FROM: Intell. Off. GS-9 Staff C. Wash.			TO: Intell. Off. GS-11 Staff C. Wash.		AOS
X	COURSE	DATE TAKEN	X	TRAINING CREDIT	DATE TAKEN
	BIGICS), ALSO				
	BIC, BITC, SOC	5/1			
	BTP AND BOC				
	BTP III, ALSO CC	5/1			
	BTP III, ALSO				
	AIC, AITC, AOC	5/1			
	AND CAI				
	PO, ALSO PM I.				
	IS, III AND RAFT				
	ITC ALSO CI				
	TECH				
	ADMIN.				
	SIC	5/1			
	SUP				
	CLA				
	HPTS				
	UB				
	OSC (ET)	5/1			
	E. B. C.				
	CHW				
	WPSOC				
	CPO				
	STB				
	CEW				
	IT				
	OW				
	SAB				
	AO				
	MO				
	SUR				
	BFOI				
	DOC				
	LOCKH				
	S/W				
	F. A. S.				
	SAT				
TO: Personnel Officer,			FROM: Career Management Officer		
<p>The above projected personnel action has been <input type="checkbox"/> approved <input type="checkbox"/> disapproved by the Career Service Board. Additional training as indicated above has been recommended by the Training Officer to satisfy requirements of the proposed personnel action.</p> <p>Please schedule these courses as soon as possible through your Division Training Officer who will coordinate with the Senior Staff Training Officer.</p>					
DATE			SIGNATURE OF CAREER MANAGEMENT OFFICER		

FORM NO. 59-77  
1 JAN 54  
PREVIOUS EDITION MAY BE USED  
REPLACES FORM NO. 59-112  
AUG 1953 WHICH MAY BE USED

SECRET

(2-4-45)



APPLICATION FOR MEMBERSHIP  
in the CAREER STAFF of the  
CENTRAL INTELLIGENCE AGENCY

To the Director of Central Intelligence  
Sir:

I submit herewith my application for membership in the Career Staff of the Central Intelligence Agency as defined below:

"The Career Staff of the Central Intelligence Agency is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Agency, and who intend to make a career with the Agency."

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Central Intelligence Agency, and I accept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Central Intelligence Agency. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Agency, and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available or to be made available in the future to members of the Career Staff of the Central Intelligence Agency.

MEMBERSHIP IN THE CAREER STAFF OF  
THE CENTRAL INTELLIGENCE AGENCY  
APPROVED, TO TAKE EFFECT 1 SEP 1964  
FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:  
EXECUTIVE DIRECTOR  
THE CIA SELECTION BOARD

Walter D. Borton

Walter D. Borton  
(Signature)

20 September 1954  
(Date)

STANDARD FORM 52  
FORM 52-1 (Rev. 1-54)  
U. S. CIVIL SERVICE COMMISSION  
JANUARY 1954 - PERSONNEL  
MANUAL CHAPTER 11

## REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname)

Mr. Lee H. Wigren

2. DATE OF BIRTH

1 Dec 23

3. REQUEST NO.

4. DATE OF REQUEST

5. NATURE OF ACTION REQUESTED:

A. PERSONNEL (Specify whether appointment, promotion, reassignment, etc.)

Reassignment

6. EFFECTIVE DATE  
A. PROPOSED:

25 Feb 54

7. C. S. OR OTHER  
LEGAL AUTHORITY

B. APPROVED:

14 Feb 54

8. POSITION (Specify whether establish, change grade or title, etc.):

FROM—  
Intelligence Officer BV 227

GS 132 9 \$5060 per annum

DDX-PI

Staff C

Soviet Intelligence Branch

Soviet Intell. Ops. Guidance Sect.

Washington, D.C.

9. POSITION TITLE AND  
NUMBER

10. SERVICE, GRADE, AND  
SALARY

11. ORGANIZATIONAL  
DESIGNATIONS

12. HEADQUARTERS

13. FIELD OR DEPARTMENTAL

TO—

Intelligence Officer(FI) BV227

GS0136.51-9 \$5060 per annum

DDX-PI

Staff C

Soviet Intelligence Branch

Soviet Intell. Ops. Guidance Sect.

Washington, D.C.

☐ FIELD

☒ DEPARTMENTAL

☐ FIELD

☒ DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

B. REQUESTED BY (Name and title)

D. REQUEST

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

Signature

Title:

Asst FI/PO

13. VETERAN PREFERENCE

NONE	WWII	OTHER	5-PT.	15 POINT
				DISAB OTHER

14. POSITION CLASSIFICATION ACTION

NEW	VICE	L A	REAL
-----	------	-----	------

CO-FI

15. SEX  
M

16. RACE  
W

17. APPROPRIATION

FROM: 4-2305-23  
TO:

18. SUBJECT TO C. S.  
RETIREMENT ACT  
(YES-NO)

19. DATE OF APPOINT-  
MENT AFFIDAVITS  
(ACCESSIONS ONLY)

20. LEGAL RESIDENCE

☐ CLAIMED ☐ PROVED  
STATE:

21. STANDARD FORM 50 REMARKS

22. CLEARANCES

INITIAL OR SIGNATURE

DATE

REMARKS

A.

B. CEIL. OR POS. CONTROL

C. CLASSIFICATION

D. PLACEMENT OR ENPL

E.

F. APPROVED BY

STANDARD FORM 52  
FORM 52-1 OF 1-54  
U. S. CIVIL SERVICE COMMISSION  
OFFICE OF PERSONNEL ACTION  
WASHINGTON, D. C.

## REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs.—One given name, initial(s), and surname) <b>Mr. Lee H. Wigron</b>	2. DATE OF BIRTH <b>1 Dec 1923</b>	3. REQUEST NO.	4. DATE OF REQUEST <b>12 May 53</b>
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Promotion</b>		6. EFFECTIVE DATE A. PROPOSED:  B. APPROVED: <b>24 May 53</b>	7. C. S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.)			

FROM: <b>Intelligence Officer BV 227-7</b> <b>GS 132 7 2205 p.a.</b> <b>DDP/FI 7330</b> <b>STAFF C</b> <b>Soviet Intelligence Branch</b> <b>Soviet Intel. Operations Guid. Sec.</b> <b>Washington, DC</b>	9. POSITION TITLE AND GRADE  10. SERVICE, GRADE, AND SALARY  11. ORGANIZATIONAL DESIGNATIONS  12. HEADQUARTERS	TO: <b>Intelligence Officer BV 227</b> <b>GS 132 9 25060 p.a.</b> <b>DDP/FI</b> <b>STAFF C</b> <b>Soviet Intelligence Branch</b> <b>Soviet Intel. Operations Guid. Sec.</b> <b>Washington, DC</b>
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

B. REGISTERED BY (Name) <b>R. F. POWERS, Chief, Div.</b>	D. REQUEST APPROVED BY Signature: _____ Title: <b>FI/AD</b>
E. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>3535</b>	

13. VETERAN PREFERENCE				14. POSITION CLASSIFICATION ACTION				<b>CD-FI</b>		
NONE	WVS	OTHER, 5-PT.	10 POINT	NEW	YPO	L.A.	REAL			
15. SEX 16. RACE				17. APPROPRIATION FROM: <b>2305-20</b> TO:				18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)	19. DATE OF APPOINT- MENT AFFIDAVIT (ACCESSORS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CER. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			

F. APPROVED BY

*[Signature]* **24 May 53**

RESTRICTED  
Security Information

ad 2884

11 November 1952

MEMORANDUM:

TO: PSC

THROUGH: Admin Personnel

FROM: CD/PI

SUBJECT: Change of Beneficiary.

1. It is requested that the name presently listed as beneficiary on my retirement policy be removed, and that the following name be listed as the sole beneficiary:

Mrs. Alice Ellen (Waller) Wigren (wife)  
Apt 4140  
2700 9th Street, Northwest  
Washington 7, D.C.

2. This change is to be effective immediately.

*Lee H. Wigren*  
Lee H. Wigren  
X 2452

RESTRICTED  
Security Information



PERSONNEL ACTION REQUEST				REGISTER NO.	
NAME Lee H. Wigren		REQUESTED EFFECTIVE DATE asap			
NATURE OF ACTION Promotion		WHEN LEAVING (VOUCHERED) 11 May 52			
TITLE Clerk		LATE WORKING DAY EMPLOYEE'S SIGNATURE			
GRADE AND SALARY GS-6 \$3320 p.a.		Intelligence officer			
OFFICE OSO		GS-7 \$4205 p.a.			
DIVISION		OSO			
BRANCH AND SECTION SIB		SIB			
OFFICIAL STATION Washington, D.C.		Washington, D.C.			
DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>			
REMARKS (Sgt #106) JW		132			
APPROVED		132			
RECOMMENDED:		132			
AGENCY R 25 1952		FOR USE OF PERSONNEL ONLY			
CLEARANCE REQUESTED		TRANSACTIONS AND RECORDS			
TYPE		APPROPRIATION: 2123200			
DATE		ALLOTMENT: 3000			
SIGNATURE		C. S. C. AUTHORITY: Lt. AT. 1160			
CLASSIFICATION		DATE SIGNATURE			
BUREAU NO. 1803		1 May 52 M. L. Ledy			
C. S. C. NO.		PERSONNEL RELATIONS			
DATE APPROVED 149/47		DATE SIGNATURE			
VICE		APPROVALS			
I. A. ✓		DATE SIGNATURE			
Boysy Thomas M. Fisher		SUBJECT TO SECURITY CLEARANCE			
DATE		SIGNATURE OF EXECUTIVE			
37-3		DATE SIGNATURE			
		1 May 52 R. J. G. G. G. G.			

PERSONNEL ACTION REQUEST				REGISTER NO.
NAME <b>MURPHY, Lee A.</b>		REQUESTED EFFECTIVE DATE <b>30 Sept 51</b>		
NATURE OF ACTION <b>Transfer</b>		WHEN LEAVING (YOUR HERE)		
FROM		LAST WORKING DAY		
TITLE <b>Clerk</b>		EMPLOYEE'S SIGNATURE		
GRADE AND SALARY <b>GS-6 GS450 p.a.</b>		TO <b>Clerk</b>		
OFFICE <b>OSO</b>		<b>GS-6 GS450 p.a.</b>		
DIVISION <b>Staff C</b>		<b>OSO</b>		
BRANCH AND SECTION <b>International Communism</b>		<b>Staff C</b>		
OFFICIAL STATION <b>Washington, D.C.</b>		<b>Soviet Intelligence</b>		
DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		Washington, D.C. DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		
REMARKS:  <p>From Pos. #117 to 106. <i>gm</i> <b>C# 1806</b> <b>301</b></p> <p>Vice Margaret L. George to be reassigned. <b># 8081</b></p>				
RECOMMENDED:  <p><b>13 Sept. 1951</b> (DATE)</p> <p><i>[Signature]</i> (SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF, OR ASST. CHIEF)</p>				
FOR USE OF PERSONNEL ONLY				
PLACEMENT DATE QUALIFICATIONS APPROVED		TRANSACTIONS AND RECORDS APPROPRIATION: <b>3123000</b> ALLOTMENT: <b>3005</b> C S C AUTHORITY: <b>Sol. A. 11611</b>		
CLEARANCE REQUESTED DATE TYPE		CLEARANCE APPROVED DATE TYPE		
DATE SIGNATURE		DATE SIGNATURE <b>9-24-51</b> <b>A. L. Ray</b>		
CLASSIFICATION BUPEAU NO. <b>7505</b> C. S. C. NO. DATE APPROVED <b>9-1-51</b>		PERSONNEL RELATIONS DATE SIGNATURE <b>gm</b> <b>E</b>		
NEW DATE I. A. PLAL		APPROVALS DATE SIGNATURE OF EXECUTIVE		
DATE EFFECTIVE DATE		SIGNATURE OF DIVISION CHIEF <b>7/59/51</b> <b>12/1/51</b>		

CONFIDENTIAL

11 September 1951

MEMORANDUM

TO: Chief, CPD  
VIA: ADMIN/Personnel  
FROM: Chief, Staff C/030  
SUBJECT: Change in T/O

It is requested that Lee A. Wigren be moved from Slot 117, Clerk, International Communism Branch, to Slot 106, Clerk, Soviet Intelligence Branch.

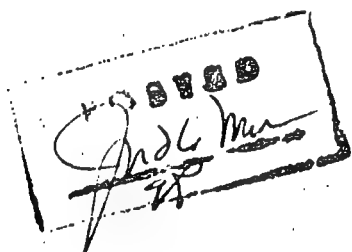
  
ERIC W. TIMM

CONFIDENTIAL

SECRET

CONFIDENTIAL

RESTRICTED

ENTRANCE ON DUTY RECORD		DATE 19 March 1951	
TO: OSD, [ ]		BUILDING	ROOM
FROM: PERSONNEL OFFICER		EOD DATE 19 March 1951	
NAME OF EMPLOYEE Lee H. Wigren			
POSITION TITLE Clerk	GRADE GS-6	SALARY \$3450.	
PAYROLL Vouchered	DUTY STATION Washington, D. C.		
DATE SECURITY CLEARED Proc. 26 Feb. 1951 Full (verbal) 20 March 1951		DATE OATH OF OFFICE ADMINISTERED 19 March 1951	
DATE PERMANENT IDENTIFICATION REQUESTED 19 March 1951		DATE FINGERPRINTED 19 March 1951	
DATE BRIEFED BY SECURITY 19 March 1951		DATE OF PHYSICAL EXAMINATION 19 March 1951	
DATE 24 MONTH AGREEMENT SIGNED NA			
EMPLOYEE'S EMERGENCY ADDRESS A. H. Wigren, 218 Belmont Ave., Brockton, Mass.			
EMPLOYEE'S LOCAL ADDRESS 3200 16th St. N. W., Washington, D. C. Apt. 319			
REMARKS: PC 26 Feb Sec Cl 23 Mar			
<div style="text-align: center;">  </div>			
SIGNATURE OF PERSONNEL OFFICER C. CLINEBALE HM			

FORM NO. 97-75  
DEC 1949

RESTRICTED

CONFIDENTIAL

SECRET

*Dragon - files*

31 March 1951

The Honorable Richard E. Wigglesworth  
U. S. House of Representatives  
Washington 25, D. C.

Dear Mr. Wigglesworth:

This is in reference to your interest in  
the application of Mr. Lee Wigren for employment  
with this Agency.

I am glad to inform you that Mr. Wigren  
entered on duty with us on 19 March 1951.

We appreciate both your interest in the  
Central Intelligence Agency and your recommendation  
of Mr. Wigren.

Sincerely yours,

Walter L. Forshemer  
Legislative Counsel

das  
Central Records  
Personnel  
Stayback - 2

TO: Medical Division  
FROM: Transactions & Records  
SUBJECT: Lee H. Wigren

Request that above named subject be given a physical examination.

POSITION: Clerk

GRADE: GS-6

BRANCH: OSC,

SERVICE: DEPT.

NATURE OF APPOINTMENT: EXC. APPT.

OK  
3-19-51  
Jord

FORM NO.  
MAY 1950 37-119

PERSONNEL ACTION REQUEST				REGISTER NO. 3383
NAME <i>W. L. Loe</i>		REQUESTED EFFECTIVE DATE <i>19 March 1951</i>		
NATURE OF ACTION <i>Accepted</i>		WHEN LEAVING (VOUCHERED)		
TITLE		LAST WORKING DAY:		
GRADE AND SALARY		EMPLOYEE'S SIGNATURE:		
OFFICE		FROM		
DIVISION		TO		
BRANCH AND SECTION		GRADE		
OFFICIAL STATION		SALARY		
DEPARTMENTAL <input type="checkbox"/> FIELD <input type="checkbox"/>		C.S.C. AUTHORITY		
REMARKS: Slot - 6 Security initiated 16 November 1950.				
RECOMMENDED: 12 February 1951 (DATE)				
FOR USE OF PERSONNEL ONLY				
PLACEMENT		TRANSACTIONS AND RECORDS		
DATE QUALIFICATIONS APPROVED		APPROPRIATION		
CLEARANCE REQUESTED		ALLOTMENT		
DATE		C. S. C. AUTHORITY		
TYPE		DATE SIGNATURE		
DATE		SIGNATURE		
SIGNATURE		PERSONNEL RELATIONS		
CLASSIFICATION		DATE		
BUREAU NO.		SIGNATURE		
C. S. C. NO.		APPROVALS		
DATE APPROVED		DATE		
NEW		SUBJECT TO SECURITY CLEARANCE		
VICE		SIGNATURE OF EXECUTIVE		
L. A.		DATE		
REAL		SIGNATURE OF DIVISION CHIEF		
DATE		DATE		
EFFECTIVE DATE		DATE		

FORM NO. 37-3  
JUL 1950

TO : Mr. Lusk  
FROM : Weyen

March 7

SUBJECT: Weyen  
Grade and Salary 6-3450

Subject to completion of work, at which time he will  
be reported to the Board of Directors for consideration  
of the Board of Directors. Also see 24.5.1.1.

DATE: Mar 19  
Subject to further processing

Weyen note.



CENTRAL INTELLIGENCE AGENCY

2430 E STREET NW.

WASHINGTON 25, D. C.

1 March 1951

In reply refer to: ED-4

Mr. Leo H. Wigren  
213 Belmont Avenue  
Brockton, Massachusetts

Dear Mr. Wigren:


In reference to your application for employment, this letter is to assure you that the processing of your papers as a GS 6, \$ 7,000.00 per annum is being continued by this agency. A definite offer of employment cannot be made, however, until such time as all processing has been completed.

The processing is a rather lengthy one; but when further information is available, we shall get in touch with you immediately.

In the meantime, it would be appreciated if you would advise us of any change in your present status, such as change of address, etc.

Your continued interest and patience are appreciated.

Very truly yours,

  
H.C. CLINEBARGER  
Personnel Division

21 February 1951

The Honorable Richard B. Wigglesworth  
U. S. House of Representatives  
Washington 25, D. C.

Dear Mr. Wigglesworth:

This will acknowledge receipt of your letter of 10 February 1951, in behalf of Mr. Lee Wigren, who has applied for a position with this Agency.

We are seriously considering Mr. Wigren for employment; however, security clearance necessary for this Agency is of such a detailed nature that considerable time is necessary before the checks are completed. On the information available to me I would say that it will take approximately three more weeks before the necessary checks will have been completed in Mr. Wigren's case.

Thanking you for your continued interest in the Central Intelligence Agency, I am

Sincerely yours,

Walter L. Pforzheimer  
Legislative Counsel

WLPforzheimer:ble  
Central Records  
Personnel W/basic  
Stayback - 2

00000  
RICHARD B. WIGGLESWORTH  
12th District, Massachusetts

COMMITTEE ON  
APPROPRIATIONS

Congress of the United States  
House of Representatives  
Washington, D. C.

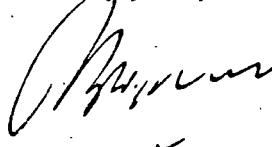
February 10, 1951.

Mr. Walter L. Pforzheimer,  
Legislative Counsel,  
Central Intelligence Agency,  
Washington, D. C.

Dear Mr. Pforzheimer:

Referring to my letter of November 27, 1950, I should greatly appreciate it if you would advise me what action, if any, has been taken on the application for employment with the Central Intelligence Agency filed by my constituent, Mr. Lee Wigren of 218 Belmont Avenue, Brockton, Massachusetts.

Sincerely yours,



218 Belmont Avenue

Brockton, Massachusetts

January 15, 1961

Mr. D.V. Mulcahy

2430 E Street, NW

Washington, D.C.

attn. Miss Limbocker

Dear Mr. Mulcahy:

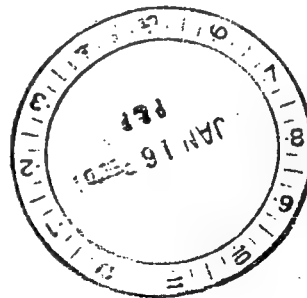
It has been some time since I have had any word regarding my application for a position with the C.I.A. At the time of my interview last fall, I understood that I would probably hear about it by the first of the year.

I should greatly appreciate a word as to the progress in processing of my application, and, if possible, the probable date on which I shall have to report to Washington. Such information would help me greatly in planning my course of action in the coming weeks.

If you should desire any additional information for my application, please let me know.

Sincerely,

*Lee H. Wigren*  
Lee H. Wigren



00000  
T  
RICHARD B. WIGGLESWORTH  
12th DISTRICT, MASSACHUSETTS

COMMITTEE ON  
APPROPRIATIONS

*To Mr. Mulcahy*

Congress of the United States  
House of Representatives  
Washington, D. C.

November 27, 1950.

Mr. Donald V. Mulcahy,  
Chief of Procurement,  
Central Intelligence Agency,  
Washington, D. C.

Dear Mulcahy:

I have been asked to write you on behalf  
of a constituent of mine, Mr. Lee Wigren of 218 Belmont Avenue,  
Brockton, Massachusetts, who is most anxious to secure an ap-  
pointment with the Central Intelligence Agency.

You no doubt are familiar with Mr. Wigren's  
experience and qualifications as I understand that he has filed  
an application for employment with your office and that he was  
recently interviewed by your.

I have known his father personally for many  
years and should be happy for his son's sake if his experience  
and qualifications fit him for some position in your organization.

Sincerely yours,

*R. B. Wigglesworth*

In 21 October 1950-4

RECEIVED AND ACKNOWLEDGED ONLY

Mr. Leo H. Wigton  
213 Belmont Avenue  
Brookton, Massachusetts

Dear Mr. Wigton:

This is to advise that actual processing of your application for employment with this Agency has been initiated. Specific details as to the type of appointment and salary will be contained in subsequent correspondence. Please direct all future correspondence to the undersigned.

The attached form should be completed and returned within two weeks. Thank you for your prompt attention to this matter.

Very truly yours,

ROBERT F. J. HOPKINS  
Chief, Employees Division

Enclosure

CONFIDENTIAL

REPORT OF INTERVIEW

1950

Name of Candidate Lee H. Wilgorn

Position Considered for            Office OSO Interviewer E. W. Timmer

Personal Appearance	Dignified.....	Natural.....	Awkward.....
	Well-groomed....	Clean.....	Slovenly....
	Wide-Awake.....	Stolid.....	Apathetic...
	Impressive.....	Ordinary.....	Insignificant
Personality	Persuasive.....	Responsive..	Taciturn....
	Importurbable..	Steady.....	Excitable...
	Cheerful.....	Tranquil ...	Dejected....
	Straight-forward	Reserved....	Evasive.....
	Modest.....	Complacent..	Concoited...
	Dominant.....	Confident...	Submissive...

Is education adequate? Yes (x) No ( ) Is language facility adequate? Yes (x) No ( )

Area Knowledge None

Previous intelligence or related experience Only Research - Special Studies & Education

Salary level requested \$ 95-6 Lowest salary acceptable \$           

GENERAL RECOMMENDATION:

1. Candidate is not recommended for employment. Reasons:
2. Candidate is recommended for employment. Justification: He is enthusiastic - Bright & obviously has a flair for writing & research.

SPECIFIC RECOMMENDATION for employment:

Position: Intel Off. Branch            Division OSO

Location: Wash.

Salary level: 95-6

RECOMMENDATION as to potential value of candidate to the organization in other than the position immediately under consideration: will be used on research & file review work, could be trained for more responsible duties  
(Enter any additional remarks on reverse side.)

E. W. Timmer  
Signature of Interviewer

File

DATE 14 November 1950TO : IXATTENTION : Mr. DammannFROM : Employees DivisionSUBJECT : WICKER, Lee Robert

Attached hereto are Personal History Statements  
in duplicate submitted by subject in application for a posi-  
tion with SSO GPO Incoll Off W Washington, D.C.

Please initiate security investigation as soon as  
possible and notify this office of the results.

Atch: 2 HC  
2 photos

S. P. J. ABRAHAM  
Employee Division

ck



11 November 1950

MEMORANDUM

TO: GSD

FROM: Chief, Staff C

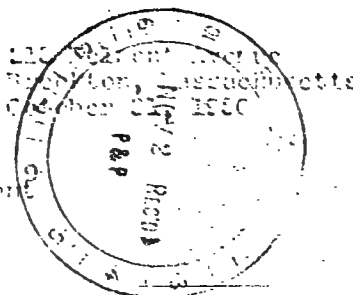
SUBJECT: Lee H. WIGREN

1. It is requested that the above-named applicant be processed with a view toward appointing him to the position of Intelligence Officer, GS-6, in Staff C/OW. Inasmuch as he is presently unemployed, it would be appreciated if this could be handled as soon as possible.
2. It is noted that, although it appears in subject's file that he was on limited service in the Army, this was caused as a result of polio at an early age, and he has since suffered no ill effects. It is also noted that upon interview he readily agreed to overseas service if necessary, although he prefers service in Washington, at least for the time being.
3. In the event it is not contemplated that the applicant will be informed within the next week or ten days that his application is receiving favorable consideration, please let us know and we will write to him directly.

*E. W. Tamm*

SECRET

Mr. Donald V. Mulcahy  
Chief, Procurement & Placement  
Employees Division  
Central Intelligence Agency  
Washington 25, D.C.



Dear Mr. Mulcahy:

Thank you for your letter (HD-2), dated 13 October, 1950, which informed me that interest had been expressed in my qualifications.

I have completed the three copies of Form #34-1, and am returning them to you under separate cover by registered mail.

I shall plan to be in Washington on Wednesday and Thursday, November 8 and November 9, 1950 for the interviews which you suggested. I shall plan to report to Temporary I. Building on the south side of the reflecting pool adjacent to the Lincoln Memorial at 9:30 A.M. of Wednesday, November 8, 1950.

If it should be impossible for me to have interviews on November 8 and 9, please notify me by letter or telegram. I shall leave Brooklyn for Washington at about 9:45 A.M. on Tuesday, November 7.

Sincerely,

*Lee H. Wigren*

Lee H. Wigren

*Completed residence requirement for Ph.D. in History.*

*Room A 1 EOP*

23 October 1950  
In reply please refer to ID -3

Mr. Lee H. Wigren  
218 Belmont Avenue  
Brockton, Massachusetts

Dear Mr. Wigren:

Reference is made to your application for employment with this agency.

This is to advise you that interest has been expressed in your qualifications. However, before any commitment can be made, it will be necessary for you to appear for personal interviews in Washington. If you are interested in pursuing this matter, please arrange to be in Washington for two full days. It would be appreciated if you would complete and return the enclosed forms prior to your arrival.

It is requested that you report to Temporary L Building which is located on the south side of the Reflecting Pool adjacent to the Lincoln Memorial.

This is not to be construed as an offer of employment nor as an invitation to come to Washington at Government expense.

Very truly yours,

DONALD V. MULCAHY  
Chief, Procurement & Placement  
Employees Division

Encl.: 3 Forms JS - 1

ADS/laz

18 September 1950

Mr. Lee H. Wigren  
218 Belmont Avenue  
Brockton, Massachusetts

Dear Mr. Wigren:

Reference is made to your correspondence regarding possible employment with this organization.

If you will complete the enclosed forms, and return them to this office at your earliest convenience, we will be able to review your experience and education for consideration for any possible employment opportunity. Upon completion of this process, we will communicate with you regarding the decision reached in your case.

Your interest in our organization is appreciated.

Very truly yours,

*APF*  
A. P. FLYNN  
Chief, Procurement & Placement  
Personnel Division

Encl: 2 Forms 57

ros

*X*

44083

218 Belmont Avenue  
Prockton, Massachusetts  
September 11, 1950.

Central Intelligence Agency  
National Security Council  
2430 E Street NW  
Washington, D.C.

Dear Sir:

I wish to inquire about openings with the Central Intelligence Agency for a man of my qualifications.

I am a graduate of Yale University (A.B., 1947), and have an M.A. degree from Harvard University (1948). In addition, I have completed two years of work toward a degree of Ph.D. at Harvard.

My major studies have been in history, government, and related subjects, with concentration in United States history. Part of my work at Yale was done under the wartime Army Specialized Training Program in Russian area and language studies. The graduate work which I have done has included research and writing in seminars as well as class study.

During World War II, I had approximately two years of administrative and teaching experience with the Information and Education Branch of the Army. After serving as a lecturer, I was sent to the School for Personnel Services, Washington and Lee University, Lexington, Virginia, and was promoted to Administrative Non-Commissioned Officer in the Information and Education Office, Camp Pickett, Virginia. For one and one-half years in that position, I aided in the development of an education program for all permanent personnel at that camp. I was in direct charge of the program of weekly classes and discussion groups on history and current events. These classes covered such topics as: the progress of the war, the U.S. and its allies, and information about the enemy. My duties included supervising and inspecting classes, training instructors, doing research and preparation of class material, lecturing, planning displays, developing news dissemination media, and doing educational counselling. This work necessitated close cooperation with the Intelligence and Security officers of the camp.

I am twenty-six years of age and unmarried. I am a veteran of World War II, but not a member of any reserve.

I should prefer a position involving historical research or some related field, but would be interested in any opportunity that might be available. If there should be an opening for which

1408:

my education and experience would qualify me, I should appreciate being considered for it. My academic records, personal and academic recommendations, or further details concerning my military work will be supplied if desired.

Sincerely,

*Lee H. Wigren*

Lee H. Wigren

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REPRODUCTION MASTERSBIOGRAPHIC PROFILEBIOGRAPHIC PROFILE

SECRET

H a n d l e   W i t h   C a r e





"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 12010 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1976

NAME	SERIAL	ORG.	PLANS	GR-STEP	NEW SALARY	
WIGREN LEE H	000198	31	500	N	GS 14 5	\$22,557

All

LCS 100 090

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5 U.S.C. AND EXECUTIVE ORDER 12010 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 09 OCTOBER 1977

NAME	ID NUMBER	ORG.	SCH-GR-STEP	NEW SALARY
WIGREN LEE H	0006198	CIS	GS 14 5	\$34,850

15573

KKK: 7 SEP 76

SECRET  
(When Filled In)

OCF

# NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER

006198

2. NAME (LAST FIRST MIDDLE)

WIGREN LEE H

3. NATURE OF PERSONNEL ACTION

REASSIGNMENT

4. EFFECTIVE DATE

08 29 76

5. CATEGORY OF EMPLOYMENT

REGULAR

6. FUNDS

X V TO V

V TO CF

CF TO V

CF TO CF

7. PAN AND NSCA

T227 0171 0002

8. CXC OR OTHER LEGAL AUTHORITY

50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS

DDO/CI STAFF  
RESEARCH AND ANALYSIS GROUP  
OFFICE OF THE CHIEF

10. LOCATION OF OFFICIAL STATION

WASH., D.C.

11. POSITION TITLE

OPS OFFICER SAS

12. POSITION NUMBER

EQ15

13. SERVICE DESIGNATION

DAA

14. CLASSIFICATION SCHEDULE (GS, IB, etc.)

GS

15. OCCUPATIONAL SERIES

0136.01

16. GRADE AND STEP

14 5

17. SALARY OR RATE

30441

18. REMARKS

## SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC 31500 ALPHABETIC CIS	22. STATION CODE 75013	23. INTEREST CODE 1	24. HOURS CODE 1	25. DATE OF BIRTH MO DA YR 12 01 23	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR
28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE 1 - CXC 2 - CIA 3 - YCA 4 - NONE	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE	32. CORRECTION / CANCELLATION DATA TYPE MO DA YR	EOD DATA			
33. VET. PREFERENCE 1 - NONE 2 - 5 PT. 3 - 10 PT.	34. SERV. COMP. DATE MO DA YR	35. LONG. COMP. DATE MO DA YR	36. CAREER CATEGORY SAP RESV CODE CODE	37. FEGLI / HEALTH INSURANCE D - WAIVER 1 - YES	40. SOCIAL SECURITY NO.			
38. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)		41. LEAVE CAT. CODE	42. FEDERAL TAX DATA FORM EXECUTED 1 - YES 2 - NO		43. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO			

SIGNATURE (OR OTHER AUTHENTICATION)

FORM 1150  
5-6-74 10-74

Use Previous  
Edition

SECRET  
UPD

E2 HWPDET CL BY 007622 1-51

SECRET

(When Filled In)

## NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)	
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE MO DA YR	5. CATEGORY OF EMPLOYMENT
6. FUNDS V TO V CF TO V V TO CF CF TO CF		7. PAN AND NSCA	8. CSC OR OTHER LEGAL AUTHORITY
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES	16. GRADE AND STEP
17. REMARKS		17. SALARY OR RATE	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE
23. INTEGRITY CODE	24. HOURS CODE	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR
27. DATE OF LEI MO DA YR	28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA
31. SEPARATION DATA CODE	32. CORRECTION / CONCERNING DATA	33. SECURITY REQ NO.	34. SEA
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG COMP DATE	38. CAREER CATEGORY
39. FEELT. HEALTH INSURANCE	40. SOCIAL SECURITY NO.	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE	
42. LEAVE CAT CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA	
SIGNATURE OF OTHER AUTHENTICATION			

SECRET

00000

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF  
TITLE 5, U.S.C. AND EXECUTIVE ORDER 11883 PURSUANT TO AUTHORITY OF  
DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI  
DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 12 OCTOBER 1975

NAME  
WIGREN LEE H.

SERIAL ORGN. FUNDS GR-STEP  
006198 31 500 CF GS 13.8

NEW  
SALARY  
\$25,254

**SECRET**  
(When Filled In)

1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)		3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT							
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9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION													
DDO/CI STAFF RESEARCH AND ANALYSIS GROUP EXTERNAL RESEARCH BRANCH				WASH., D.C.													
11. POSITION TITLE				12. POSITION NUMBER				13. SERVICE DESIGNATION									
OPS OFFICER CH				EQ77				DAA									
14. CLASSIFICATION SCHEDULE (DS, LH, etc.)				15. OCCUPATIONAL SERIES				16. GRADE AND STEP									
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17. SALARY OR RATE				18. REMARKS				19. REMARKS									
28254																	
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MO DA YR				1. CSC 2. CIA 3. INCA 4. NONE		CODE		TYPE MO DA YR		EOD DATA							
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO		41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE CAT CODE		43. FEDERAL TAX DATA	
CODE		MO DA YR		MO DA YR		LAW ELEV. ELEV. ELEV.		CODE CODE		CODE		CODE		CODE		CODE	
0 - NONE 1 - 5 PT. 2 - 10 PT.										0 - WAIVER 1 - YES		HEALTH INS CODE					
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE CAT CODE		43. FORM EXECUTED		44. FEDERAL TAX DATA		45. STATE TAX DATA		46. FORM EXECUTED		47. STATE TAX DATA		48. FORM EXECUTED		49. STATE TAX DATA	
CODE		CODE		1 - YES 2 - NO		CODE CODE		CODE CODE		1 - YES 2 - NO		CODE CODE		1 - YES 2 - NO		CODE CODE	
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)																	
SIGNATURE OR OTHER AUTHENTICATION																	
811 82																	

OCT 75

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
000130		WIGREN LER H									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT AND CANCELLATION OF HSCA						01 19 75		REGULAR			
6. FUNDS		V TO V		V TO CF		7. PAY AND GRADE		8. CSC FOR FEDERAL AUTOMOBILE			
X		CF TO V		CF TO CF		2227 2175 0400		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDO/CI STAFF RESEARCH AND ANALYSIS GROUP EXTERNAL RESEARCH BRANCH						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER CH						2027		DAA			
14. CLASSIFICATION SCHEDULE (GS, LS, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0136.01		13 2		26785			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTERVIEW CODE		24. PROBATION CODE	
37		18		NUMERIC ALPHABETIC 31500 CIS		75013					
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF TEST		28. DATE OF BIRTH		29. DATE OF GRADE		30. DATE OF TEST	
12 21 25						12 21 25					
31. SECURITY INFO NO		32. SEX		33. SOCIAL SECURITY NO		34. SOCIAL SECURITY NO		35. SOCIAL SECURITY NO		36. SOCIAL SECURITY NO	
EOD DATA											
37. VET. PREFERENCE		38. SERV. COMP. DATE		39. SERV. COMP. DATE		40. CAREER CATEGORY		41. FEGLI / HEALTH INSURANCE		42. SOCIAL SECURITY NO	
CODE		MO DA YR		MO DA YR		CAB BSC		CSCA		HEALTH INS. CLER	
0 - NONE 1 - 5 PT 2 - 10 PT						CAB BSC BSCN BSCN		CSCA CSCA		HEALTH INS. CLER HEALTH INS. CLER	
43. PREVIOUS CIVILIAN GOVERNMENT SERVICE				44. LEAVE CAL. CODE				45. FEDERAL TAX DATA			
CODE				CODE				CODE			
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				FORM EXECUTED 1 - YES 2 - NO				FORM EXECUTED 1 - YES 2 - NO			
SIGNATURE OF OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> FCSTED 07-30 </div>											

SECRET

(When Filled In)

## NOTIFICATION OF PERSONNEL ACTION

NOV 11/30/76

1. SERIAL NUMBER

2. NAME (LAST FIRST-MIDDLE)

000190

WIGGEN LEE H

3. NATURE OF PERSONNEL ACTION

4. EFFECTIVE DATE

5. CATEGORY OF EMPLOYMENT

REASSIGNMENT

MO CO TO

11 07 76

6. FUNDS

X

V TO V

V TO CF

CF TO V

CF TO CF

7. LAW, BMD, NSCA

8. ESC OR OTHER (LEGAL AUTHORITY)

2227 0170 0002

10. LOCATION OF OFFICIAL STATION

9. ORGANIZATIONAL DESIGNATIONS

DDO/C10P

DDO/C10P/R AND AG/ENS

WASH., D.C.

11. POSITION TITLE

SIPS OFFICER-CH

12. POSITION NUMBER

0327

13. CAREER SERVICE DESIGNATION

DAA

14. CLASSIFICATION SCHEDULE (GS, LO, etc.)

GS

15. OCCUPATIONAL SERIES

0136-01

16. GRADE AND STEP

13

17. SALARY OR RATE

18. REMARKS

SIGNATURE OR OTHER AUTHENTICATION

POSTED

NOV 26 1976

YOU ARE DESIGNATED EXCISE.

EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

WIGREN LEE H

006198

42270170

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11811 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 OCTOBER 1974

NAME	SERIAL	LCGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 8	\$26,905

1-52

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
006198		WIGREN LEE H		31 500		CF			
6. OLD SALARY RATE		7. NEW SALARY RATE		8. TYPE ACTION		9. EFFECTIVE DATE		10. SI	
Grade	Step	Salary	Grade	Step	Salary	SI	ADJ.		
GS 13	7	\$24,811	GS 13	8	\$25,500			04/28/74	
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.								DATE	
SIGNATURE								1/7/74	
<input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS: <i>[Signature]</i> PAY CHANGE NOTIFICATION									
FORM 560E Use previous editions									

(4 51)



00000  
"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11739 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 02 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 OCTOBER 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 7	\$24,811

"PAY ADJUSTMENT IN ACCORDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 02 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 JANUARY 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 7	\$23,642

EFFECTIVE DATE OF PAY ADJUSTMENT CORRECTED FROM  
7 JAN 1973 TO 1 OCT 1973 UNDER EXECUTIVE ORDER  
11777, DATED 12 APR 1974.

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 7	\$22,487

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-261 AND EXECUTIVE ORDER 11490 PURSUANT TO AUTHORITY OF DCI AS PROVIDED BY THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME SERIAL ORGN. FUNDS GS-STEP NEW SALARY  
WIGREN LEE H 006198 31 500 CF GS 13 6 \$18,447

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND EXECUTIVE ORDER 11576 PURSUANT TO AUTHORITY OF DCI AS PROVIDED BY THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME SERIAL ORGN. FUNDS GR-STEP NEW SALARY  
WIGREN LEE H 006198 31 500 CF GS 13 6 \$21,721

153

227-0170

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
006198		WIGREN LEE H		31 500		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 13	6	\$20,721	05/04/69	GS 13	7	\$21,313	05/02/71		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE				DATE					
<i>Donovan E. Pratt</i>				12 March 1971					
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERK'S INITIALS				AUDITED BY					
[Initials]				[Signature]					
FORM 560 E Use previous editions									
PAY CHANGE NOTIFICATION									

2/21/71  
1/21/71  
1/21/71

I 53

1. SERIAL NO.	2. NAME	3. ORGANIZATION	4. FUNDS	5. LWOP MONTHS	
006198	WIGREN LEE H	31 500	CF		
6. OLD SALARY RATE		7. NEW SALARY RATE		8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade Step Salary EFFECTIVE DATE SI ADJ.	
GS 13	9	\$16,329	05/07/67	GS 13 6 \$16,809 05/04/69	
CERTIFICATION AND AUTHENTICATION					
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.					
SIGNATURE <i>[Signature]</i>				DATE 5/3/69	
<input type="checkbox"/>	NO EXCESS LWOP				
<input type="checkbox"/>	IN PAY STATUS AT END OF WAITING PERIOD				
<input type="checkbox"/>	LWOP STATUS AT END OF WAITING PERIOD				
CLERKS INITIALS <i>ML</i>				AUDITED BY <i>DH</i>	
FORM 7-66 560 E Use previous editions					
PAY CHANGE NOTIFICATION					

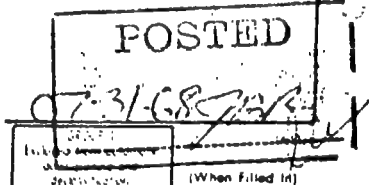
PLW: 15 JUL 68

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)									
006198		WIGREN LEE R									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						07 14 68		REGULAR			
6. FUNDS		X		V TO V		V TO CF		7. Financial Analysis No. Changeable		8. CSC OR OTHER LEGAL AUTHORITY	
				CF TO V		CF TO CF		9227 0170 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/CI STAFF RESEARCH AND ANALYSIS GROUP						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER						0213		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0136.01		13 5		16329			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. HIRING CODE	
37		10		31500 CI		75013				1	
25. DATE EXPIRES		26. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. Correcting / Cancellation Data		33. SECURITY REQ NO	
MO DA YR		MO DA YR		1. CSC 2. CUB 3. FICA 4. FICA		TYPE		MO DA YR		34. SER	
35. VET PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		MO DA YR		MO DA YR		CODE		CODE		CODE	
1. NO PREVIOUS SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)		1. YES 2. NO		1. YES 2. NO		1. YES 2. NO		1. YES 2. NO		1. YES 2. NO	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE				CODE		CODE		CODE			
1. NO PREVIOUS SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)				1. YES 2. NO		1. YES 2. NO		1. YES 2. NO			
SIGNATURE OR OTHER AUTHENTICATION											
FROM OTR											

FORM 1150  
1-64Use Previous  
Edition

SECRET



"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	17	500	V GS 13 4	\$13,815	\$14,217

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	17	500	CF GS 13 5	\$14,665	\$15,307

D-4

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
006198		WIGREN LEE H		17 500 V			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last PM Date	Grade	Step	Salary	Effective Date
GS 13	4	\$14,217	05/09/65	GS 13	5	\$14,665	05/01/67
7. TYPE ACTION							
PSI LSI ADJ.							
8. Remarks and Authorization							
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>CC</i> AUDITED BY <i>ME 5-1-67</i>							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>T. G. [illegible]</i>						DATE: <i>21 Nov 67</i>	
PAY CHANGE NOTIFICATION							

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND  
EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT  
OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 5	\$15,307	\$16,329

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGEN CHRISTINE ANN	498475	48	100	V GS 06 1	\$ 5,867	\$ 6,137

**SECRET**  
(When Filled In)

OCS 09/24/66

## NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER <b>006190</b>		2. NAME (LAST FIRST-MIDDLE) <b>WIGREN LEE M</b>	
3. NATURE OF PERSONNEL ACTION <b>REASSIGNMENT</b>		4. EFFECTIVE DATE MO DA YR <b>09 14 66</b>	
5. CATEGORY OF EMPLOYMENT		6. FINANCIAL ANALYSIS NO. CHARGEABLE <b>7275 3200 0000</b>	
7. FUNDS <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> (F TO V) <input type="checkbox"/> V TO (F) <input type="checkbox"/> (F TO (F)		8. (SA OR OTHER LEGAL AUTHORITY)	
9. ORGANIZATIONAL DESIGNATIONS <b>DUS/TRAINING</b>		10. LOCATION OF OFFICIAL STATION <b>WASH., D.C.</b>	
11. POSITION TITLE <b>INSTR INTEL</b>		12. POSITION NUMBER <b>1238</b>	
13. CAREER SERVICE DESIGNATION <b>D</b>		14. CLASSIFICATION SCHEDULE (GS, (B, etc.) <b>GS</b>	
15. OCCUPATIONAL SERIES <b>1712, J1</b>		16. GRADE AND STEP <b>13</b>	
17. SALARY OR RATE		18. REMARKS	
SIGNATURE OF OTHER AUTHENTICATION			

Form 1150B  
7-66 MFG. 9-66

Use Previous  
Edition

**SECRET**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 49-301  
PURSUANT TO AUTHORITY OF LCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 4 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	17	500	V GS 13 4	\$12,915	\$13,815

53

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
006198		WIGREN LEE H		48 200 V			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 13	3	\$12,915	05/10/64	GS 13	4	\$13,335	05/09/65
7. TYPE ACTION							
PSI							
LSI							
ADJ.							
8. Remarks for Authentication							
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>[Signature]</i> AUDITED BY <i>[Signature]</i>							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>[Signature]</i>				DATE 15 Mar 65			
PAY CHANGE NOTIFICATION							

Form 9-61 560 Obsolete Previous Edition (4-51)



SECRET  
(When Filled In)

1 APR 65

## NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 000198		2. NAME (LAST-FIRST-MIDDLE) WIGREN LEE H	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE MO. DA. YR. 04 21 65	
5. CATEGORY OF EMPLOYMENT REGULAR		6. FUNDS X Y TO Y CF TO Y Y TO CF CF TO CF	
7. COST CENTER NO. CHARGEABLE 5275 2500 0000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS DDS/OTR SCHOOL OF INTERNATIONAL COMMUNISM FACULTY		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE INSTR INTEL		12. POSITION NUMBER 1238	
13. SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS	
15. OCCUPATIONAL SERIES 1712.31		16. GRADE AND STEP 13 3	
17. SALARY OR RATE 12915		18. REMARKS	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERICAL ALPHABETIC 17500 OTR	22. STATION CODE 75013
23. INTERFERE CODE	24. NO. JNL. CODE	25. DATE OF BIRTH MO. DA. YR. 12 01 23	26. DATE OF GRADE MO. DA. YR.
27. DATE OF LEI MO. DA. YR.	28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ NO.	34. SEX
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CODE 0 - CIVIL 1 - MILITARY
39. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)	42. LEAVE CAT. CODE
43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	45. SIGNATURE OR OTHER AUTHENTICATION	
FROM: SR - 2		FOSTED JRS/4/22/65	

FORM 11-62 1150

Use Previous Edition

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

SECRET  
(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

ADPD 02/10/64

1. SERIAL NUMBER

2. NAME (LAST FIRST MIDDLE)

006198

WIGNEN LEE H

3. NATURE OF PERSONNEL ACTION

REASSIGNMENT

4. EFFECTIVE DATE

MO DA YR

09 30 64

5. CATEGORY OF EMPLOYMENT

6. FUNDS

X

V TO V

V TO C

7. COST CENTER NO. CHARGEABLE

8. CLK OR OTHER LEGAL AUTHORITY

CY TO V

CY TO C

5234 1573 0000

9. ORGANIZATIONAL DESIGNATIONS

DDP/GR DIVISION

COUNTERINTELL GRP RES DR

10. LOCATION OF OFFICIAL STATION

WASH., D. C.

11. POSITION TITLE

OPS OFFICER CM

12. POSITION NUMBER

1018

13. CAREER SERVICE DESIGNATION

D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)

GS

15. OCCUPATIONAL SERIES

0136.01

16. GRADE AND STEP

13

17. SALARY OR RATE

18. REMARKS

SIGNATURE OR OTHER AUTHENTICATION

POSTED

Form 1150B  
1-63 MFG. 1-63

Use Previous  
Edition

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

[illegible]

254/146

MAY 5 4 51 PM '64

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
00619A		WIGREN LEE M		48 080 V			
OLD SALARY RATE				NEW SALARY RATE			
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date
GS 13	2	\$12,110	05/12/63	GS 13	3	\$12,495	05/10/64
5. TYPE ACTION							
6. Remarks and Authentication / NO EXCESS LWOP / IN PAY STATUS AT END OF WAITING PERIOD / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS      AUDITED BY _____ I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. SIGNATURE: <u>E. L. Hill</u> DATE: <u>6-1-64</u> PAY CHANGE NOTIFICATION							

Form 560

Obsolete Previous Edition

(4-51)

**SECRET**  
(When Filled In)

**NOTIFICATION OF PERSONNEL ACTION**

**ADPC 24/23/64**

1 SERIAL NUMBER

**006198**

2 NAME (LAST-FIRST-MIDDLE)

**WIGREN LEE M**

3 NATURE OF PERSONNEL ACTION

**REASSIGNMENT**

4 EFFECTIVE DATE

**04 12 64**

5 CATEGORY OF EMPLOYMENT

6 FUNDS



V TO V

V TO CF

CF TO V

CF TO CF

7 COST CENTER NO (CHARGEABLE)

**4234 1000 1000**

8 CSC OR OTHER LEGAL AUTHORITY

9 ORGANIZATIONAL DESIGNATIONS

**BDP/SA DIVISION**

**DDP SR CI GR RESEARCH BR**

10 LOCATION OF OFFICIAL STATION

**WASH., D.C.**

11 POSITION TITLE

**SPS OFFICER CM**

12 POSITION NUMBER

**1017**

13 CAREER SERVICE DESIGNATION

**D**

14 CLASSIFICATION SCHEDULE (GS, LB, etc.)

**GS**

15 OCCUPATIONAL SERIES

**0136.01**

16 GRADE AND STEP

**13**

17 SALARY OR RATE

18. REMARKS

SIGNATURE OF OTHER AUTHENTICATION

**POSTED**  
**27 APR**  
**1964**

Form 1-63 1-528  
MFG 1-45

Use Previous  
Edition

**SECRET**

**27 APR 1964**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 14 OCTOBER 1964.

NAME	SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	60080	V	GS 13 1	\$111,150	\$111,150

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
006198		WIGREN LEE H		60 080 2 V			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 13	1	\$111,150	05/13/62	GS 13	2	\$111,515	05/12/63
7. TYPE ACTION							
PSI				ESI			
ADJ							
8. Remarks and Authentication							
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLKRS INITIALS <i>PCR</i> AUDITED BY							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>[Signature]</i>				DATE: 14 MAR 1963			
PAY CHANGE NOTIFICATION							

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 5 JANUARY 1964.

NAME	SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	48 080	V	GS 13 2	\$111,515	\$12,150

PSC: 11 MAY 62

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)							
006198		WIGREN LEE H							
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION				05 13 62		REGULAR			
6. FUNDS		X		Y TO Y		Y TO CF		7. COST CENTER NO. CHARGEABLE	
		CF TO Y		CF TO CF		2234 1000 1000		8. CSC OR OTHER LEGAL AUTHORITY	
								50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION					
DDP SR CHIEF, OPERATIONS AND PLANS COUNTERINTELLIGENCE BRANCH RESEARCH SECTION				WASH., D.C.					
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
OPS OFFICER CH				0351		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS		0136.01		13 1		10635			
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTERSEE CODE	
22		10		60080 SR		75013			
24. DATE OF BIRTH		25. DATE OF GRADE		26. DATE OF LET		27. SECURITY REQ NO.		28. SEX	
12 01 23		05 13 62		05 13 62					
29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.	
						EOD DATA			
34. PET PREFERENCE		35. SERV. COMP. DATE		36. LONG COMP. DATE		37. MIL. SERV. CREDIT/LED		38. FEGLI / HEALTH INSURANCE	
39. PREVIOUS GOVERNMENT SERVICE DATA		40. LEAVE CAT CODE		41. FEDERAL TAX DATA		42. STATE TAX DATA		43. SOCIAL SECURITY NO.	
SIGNATURE OR OTHER AUTHENTICATION									
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>POSTED</b>  <i>T. Allen</i> </div>									

**SECRET**  
(When Filled In)

1. Social No.		2. Name		3. Cost Center Number		4. LWOP Hours	
106198		WIGREN LEE H		DDP/SR 2 V-20			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last EH Date	Grade	Step	Salary	Effective Date
GS-12	2	\$ 8,570	10/18/59	12	3	\$ 9,215	04/16/61
				7. TYPE ACTION			
				PFI LSI ADL			
8. Remarks and Authentication							
<p>/X/ NO EXCESS LWOP</p> <p>/ / IN PAY STATUS AT END OF WAITING PERIOD</p> <p>/ / IN LWOP STATUS AT END OF WAITING PERIOD</p> <p align="center">HOWARD ECHOLS</p> <p align="center"><b>PAY CHANGE NOTIFICATION</b></p>							

Form 7-60 560

Obsolete Previous Edition

**SECRET**

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
DI	WIGREN LEE H	106198	48 24	GS-12 2	\$ 8,570	\$ 9,215

/S/ EMMETT D. ECHOLS  
DIRECTOR OF PERSONNEL



**SECRET**  
(WHEN FILLED IN)

1. EMP. SERIAL NO.		(WHEN FILLED IN)			3. ASSIGNED ORGAN.		4. FUNDS		5. ALLOTMENT		
104198		WIGREN LEE H			DDP/SR 2		V-20				
6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE *	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO	DA.	YR.				MO	DA.	YR.
GS 12	1	\$ 8,330	04	20	58	GS 12	2	\$ 8,570	10	18	59
<b>TO BE COMPLETED BY THE OFFICE OF COMPTROLLER</b>											
8. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> TO PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> TO LWOP STATUS AT END OF WAITING PERIOD						9. NUMBER OF HOURS LWOP _____  10. INITIALS OF CLERK _____      11. AUDITED BY _____					
<b>TO BE COMPLETED BY THE OFFICE OF PERSONNEL</b>											
12. TYPE OF ACTION  <input type="checkbox"/> P.S.I. <input type="checkbox"/> L.B.I. <input type="checkbox"/> PAY ADJUSTMENT						13. REMARKS  <div style="height: 80px;"></div>					
14. AUTHENTICATION  <div style="text-align: center; margin-top: 20px;">             RECEIVED 2/1/59              HONORARY DEPARTMENT CHIEF                [Illegible Stamp]           </div>											

2,200  
2,400

560 OBSOLETE PREVIOUS EDITION  
REPLACES FORM 560a, AND 560b.

**SECRET**

**OFFICIAL PERSONNEL FOLDER**

(2)

**SECRET**  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION														
US 21 AUGUST 59														
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vol. Pref.		5. Sex		6. CS - ECD	
106198		WIGREN LEE H				Mo. Da. Yr. 12 01 23			None-0 5 Pt-1 10 Pt-2		Code 1 M 1		Mo. Da. Yr. 03 19 51	
7. SCD		8. CSC Patmt.		9. CSC Or Other Legal Authority		10. Apmt. Allidat.			11. HGUJ		12. LCD		13. M. Serv. LEO	
Mo. Da. Yr. 03 24 43		Yes-1 No-2		Code 1		50 USCA 403 J			Mo. Da. Yr. 03 19 51		Yes-1 No-2		Code 2	

**PREVIOUS ASSIGNMENT**

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH & SUPPORT SECTION				4824		WASH., D. C.				75013	
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept - 2 USHD - 4 Fron - 6		Code 2		10 CI		0400		GS		0136.53	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. Pst Due		26. Appropriation Number	
12 1		\$ 8330		DI		Mo. Da. Yr. 04 20 58		Mo. Da. Yr. 10 18 59		9 3400 20 001	

**ACTION**

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		56		Mo. Da. Yr. 08 23 59		REGULAR		01			

**PRESENT ASSIGNMENT**

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH SECTION				4824		WASH., D. C.				75013	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept - 2 USHD - 4 Fron - 6		Code 2		OPS OFFICER		0351		GS		0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. Pst Due		43. Appropriation Number	
12 1		\$ 8330		DI		Mo. Da. Yr. 04 20 58		Mo. Da. Yr. 10 18 59		0224 1000 1000	

44. Remarks

POSTED

**SECRET**  
(When Filled In)

MCM 17 APRIL 59 <b>XX</b>															<b>NOTIFICATION OF PERSONNEL ACTION</b>														
1. Serial No.			2. Name (Last-First-Middle)						3. Date Of Birth			4. Vol. Prof.		5. Sex		6. CS - ECD													
106198			WIGREN LEE H						Mo. Da. Yr. 12 01 23			Nonm. 0 5 Pt. 1 10 Pt. 2		Code 1		M 1		Mo. Da. Yr. 03 19 51											
7. SCD			8. CSC Rating		9. CSC Or Other Legal Authority				10. Asst. Att'day.			11. ECD		12. ECD			13. Asst. Att'day.												
Mo. Da. Yr. 03 24 43			Yes - 1 No - 2		Code 1		50 USCA 403 ✓				Mo. Da. Yr. 03 19 51			Yes - 1 No - 2		Code 2													

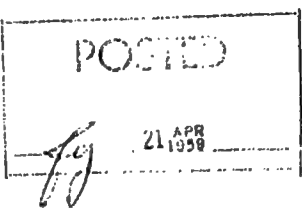

**PREVIOUS ASSIGNMENT**

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP FI STAFF DIV D COUNTER ESPIONAGE SECT. BIOGRAPHIC UNIT				4109		WASH., D. C.				75013	
16. Dept. - Field		17. Position Title		18. Position No.				19. Serv.		20. Occup. Series	
Dept. - 2 USId - 4 Frgn - 6		Code 2		BIOGRAPHIC OFF				0712		GS 0132.31	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
12 1		\$ 8330		DI		Mo. Da. Yr. 04 20 53		Mo. Da. Yr. 10 18 52		0 2305 23	

**ACTION**

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		57		Mo. Da. Yr. 04 19 59		REGULAR		01			

**PRESENT ASSIGNMENT**

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH & SUPPORT SECTION				4824		WASH., D. C.				75013	
33. Dept. - Field		34. Position Title		35. Position No.				36. Serv.		37. Occup. Series	
Dept. - 2 USId - 4 Frgn - 6		Code 2		10 CI				0400		GS 0136.53	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
12 1		\$ 8330		DI		Mo. Da. Yr. 04 20 53		Mo. Da. Yr. 10 18 59		9 3400 20 001	
44. Remarks											
<div align="center">   <b>POSTED</b>  21 APR 1959    <b>DDP</b> </div>											

FORM NO. 1150  
1 MAR 57

**SECRET**

(4)

**SECRET**  
(When Filled In)

MCM 18 APRIL 58															<b>NOTIFICATION OF PERSONNEL ACTION</b>														
1. Serial No.			2. Name (Last-First-Middle)						3. Date Of Birth			4. Vet. Prof.		5. Sex		6. CS - EOD													
106198			WIGREN LEE H						Mo. Da. Yr. 12 01 23			Non-0 5 Pt-1 10 Pt-2		Code 1		M 1		Mo. Da. Yr. 03 19 51											
7. SCD			8. CSC Rating			9. CSC Or Other Legal Authority			10. Apmt. Affidav.			11. FEGLI		12. LCD		13. MIL. SERV. CREDIT, SEP.													
Mo. Da. Yr. 03 24 43			Yes-1 No-2			Code 1			50 USCA 103 J			Mo. Da. Yr. Mo. Da. Yr. Mo. Da. Yr.			Yes-1 No-2		Code 2												

**PREVIOUS ASSIGNMENT**

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP FI STAFF DIVISION D COUNTER-ESPIONAGE SECTION BIOGRAPHIC UNIT				4109		WASH. D. C.				75013	
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept - 2 USMld - 4 Prgn - 6		Code 2		BIOGRAPHIC OFF		712		GS		0132.31	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
11 3		\$ 6820		DI		Mo. Da. Yr. 01 16 55		Mo. Da. Yr. 01 12 58		8 2305 23	

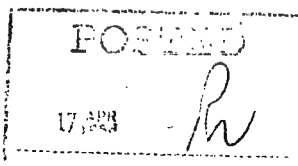
**ACTION**

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
PROMOTION		30		04 20 58		REGULAR		01			

**PRESENT ASSIGNMENT**

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP FI STAFF DIV D COUNTER ESPIONAGE SECT. BIOGRAPHIC UNIT				4109		WASH., D. C.				75013	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept - 2 USMld - 4 Prgn - 6		Code 2		BIOGRAPHIC OFF		0712		GS		0132.31	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
12 1		\$ 7570		DI		Mo. Da. Yr. 04 20 58		Mo. Da. Yr. 10 18 59		8 2305 23	

44. Remarks



SECRET  
(WHEN FILLED IN)

1. EMP. SERIAL NO. 106198		2. NAME WIGREN LEE H		3. ASSIGNED ORGAN. DDP/WE		4. FUNDS V-2		5. ALLOTMENT 2075	
6. OLD SALARY RATE				7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE
11	2	\$ 6,605	07	15	56	11	3	\$ 6,820	01 12 58
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER									
9. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP					9. NUMBER OF HOURS LWOP				
IF EXCESS LEAVE LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD					10. INITIALS OF CLERK				
					11. APPROVED BY				
TO BE COMPLETED BY THE OFFICE OF PERSONNEL									
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS			
GRADE	STEP	SALARY	MO.	DA.	YR.				
14. AUTHENTICATION									
<p>86. MAY 28 8 42 AM</p> <p>RECEIVED PAROLE BRANCH</p> <p>C. M. STEWART</p>									
PERIODIC STEP INCREASE - AUTHENTICATION									

FORM NO. 560b  
1 MAR. 58

SECRET

PERSONNEL FOLDER

1. EMP. SERIAL NO. 106198		2. NAME WIGREN LEE H		3. ASSIGNED ORGAN. DDP/WE		4. FUNDS V-20		5. ALLOTMENT 20505	
6. OLD SALARY RATE				7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE
11	2	\$ 6,605	07	15	56	11	3	\$ 6,820	01 12 58
REMARKS									
CERTIFICATION									
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.									
TYPED, OR PRINTED, NAME OF SUPERVISOR ALBERT A. KENZEL			DATE 9 Dec. 57		SIGNATURE OF SUPERVISOR Albert A. Kenzel				
PERIODIC STEP INCREASE - CERTIFICATION									

FORM NO. 560  
1 MAR. 58

SECRET

PERSONNEL FOLDER

GENERAL MINORAL SALARY INCREASES EFFECTIVE  
 12 JANUARY 1955 AUTHORIZED BY P. L. 85 - 432 AND DSI  
 MINORAL SALARY OF 15 JANUARY 1955 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	106198	GS-12-1	\$ 7,570	\$ 8,330

GEORGE W. STEWART  
 ASST. DIRECTOR OF PERSONNEL

SECRET

SECRET

(When Filled In)

# NOTIFICATION OF PERSONNEL ACTION

1. Serial No.		2. Name (Last-First-Middle)		3. Date Of Birth		4. Vet. Prof.		5. Sex		6. CS - ECD	
1001-55		WIGREN LEE H		Mo. Da. Yr.		Nemo-0 5 Pt-1 10 Pt-2		M 1		Mo. Da. Yr.	
7. SCO		8. CSC Rmt.		9. CSC Or Other Legal Authority		10. Apmt. Allg. Jov.		11. FEGLI		12. LCD	
Mo. Da. Yr.		Yes-1 No-2		Code		Mo. Da. Yr.		Yes-1 No-2		Mo. Da. Yr.	
XX XX XX		1		50 USCA 403 J				03		19 51	

## PREVIOUS ASSIGNMENT

14. Organizational Designations		Code		15. Location Of Official Station		Station Code	
DOP WE				WASH. D. C.			
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.	
Dact - 2 USIId - 4 Frgn - 6		AREA OPS OFF		55		GS	
20. Grade & Step		21. Salary Or Rate		22. SD		23. Date Of Grade	
11 2		\$ 6605		DI		Mo. Da. Yr.	
						24. PSI Due	
						Mo. Da. Yr.	
						25. Appropriation Number	
						8 3000 20	

## ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		57		11 17 57		REGULAR		01			

## PRESENT ASSIGNMENT

31. Organizational Designations		Code		32. Location Of Official Station		Station Code	
DOP FI STAFF DIVISION D COUNTER ESPIONAGE SECTION BIOGRAPHIC UNIT		4105		WASH. D. C.		75013	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.	
Dact - 2 USIId - 4 Frgn - 6		BIOGRAPHIC OFF		712		GS	
37. Grade & Step		38. Salary Or Rate		39. SD		40. Date Of Grade	
11 2		\$ 6605		DI		Mo. Da. Yr.	
						41. PSI Due	
						Mo. Da. Yr.	
						42. Appropriation Number	
						8 2305 23	
43. Remarks							
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>1001-55</p> <p>25 NOV 57</p> <p><i>[Signature]</i></p> </div>							

PAYROLL CHANGE SLIP — PERSONNEL COPY



ע"כ

#### 4. PERSONNEL FOLDER COPY

U. S. GOVERNMENT PRINTING OFFICE: 1964-212739

kuwa 8-5-55

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

100

1. NAME (Last, first, middle initial and surname) <b>MR. LEE H. WICKES</b>		2. DATE OF BIRTH <b>1 Dec. 1923</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>11 March 1955</b>																				
This is to notify you of the following action affecting your employment:																								
5. NATURE OF ACTION (Use STANDARD TERMINOLOGY) <b>REASSIGNMENT</b>		6. EFFECTIVE DATE <b>13 Mar. 1955</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 403 J</b>																					
FROM		TO																						
<b>Intell. Off. (FI) IV-227</b>  <b>GS-0136.51-11 \$5940.00 per annum</b>  <b>DDP/FI</b> <b>Staff C</b> <b>Soviet Intelligence Branch</b> <b>Soviet Intell. Ops. Guidance Sec.</b>		<b>Area Ops. Officer IS-67-11</b>  <b>GS-0136.01-11 \$5940.00 per annum</b>  <b>DDP/VS</b> <div style="border: 1px solid black; width: 150px; height: 30px; margin: 5px;"></div> <b>FI, PP, PM</b>  <b>Washington, D. C.</b>																						
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL																						
13. VETERAN'S EXPERIENCE		14. POSITION CLASSIFICATION ACTION																						
<table border="1"> <tr> <th>None</th> <th>Small</th> <th>Medium</th> <th>Large</th> <th>Very Large</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		None	Small	Medium	Large	Very Large						<table border="1"> <tr> <th>None</th> <th>Small</th> <th>Medium</th> <th>Large</th> <th>Very Large</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>			None	Small	Medium	Large	Very Large					
None	Small	Medium	Large	Very Large																				
None	Small	Medium	Large	Very Large																				
15. DATE OF APPOINTMENT <b>5-2305-23</b>		16. DATE OF APPOINTMENT <b>5-2605-23</b>																						
17. DATE OF APPOINTMENT <b>5-2605-23</b>		18. DATE OF APPOINTMENT <b>5-2605-23</b>																						
19. DATE OF APPOINTMENT <b>5-2605-23</b>		20. DATE OF APPOINTMENT <b>5-2605-23</b>																						
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.																								

2/24/55

4. PERSONNEL FOLDER COPY

RA 3-14-55



1. Agency and organizational designations 1-443		2. Pay roll B. <sup>step</sup>		3. Basic Pay 4-2365-23		4. Step Pay	
5. Employee's name (and social security account number when appropriate) WIGREN, Lou H.		6. Grade and salary GS-9 35060.00					
PAY ROLL CHANGE DATA							
	BASE PAY	OVERTIME	GROSS PAY	RET.	TAX	BOB:D	F. I. C. A.
7. Previous normal							
8. New normal							
9. Pay this period							
10. Remarks						11. Appropriation(s) DNP/PI/Staff C 20	
						12. Prepared by 2 Apr 54	
						13. Audited by	
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase							
14. Effective date 23 May 54	15. Date last equivalent increase 24 May 53	16. Old salary rate \$5060.00	17. New salary rate \$5185.00	18. Performance rating is satisfactory or better.			
				(Signature or other authentication)			
19. (WOP data (fill in appropriate spaces covering LWOP during following period(s)) <input type="checkbox"/> No excess LWOP. Total excess LWOP				(Check applicable box in case of excess LWOP) <input type="checkbox"/> Excess LWOP walking leave <input type="checkbox"/> Excess LWOP of other kind			
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. Nov. 8, 1950, General Regulation No. 102				PAY ROLL CHANGE SLIP—PERSONNEL COPY			

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

SFW

1. NAME (MR - MISS - MRS - ONE GIVEN NAME, INITIAL(S), AND SURNAME) <b>Mr. Lee H. Wigren</b>		2. DATE OF BIRTH <b>12/1/23</b>	3. JOURNAL OR AGENCY NO.	4. DATE <b>2/13/54</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Reassignment</b>		6. EFFECTIVE DATE <b>2/14/54</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 UECA 403 J</b>	
FROM		TO		
<b>Intell Off</b> <b>BY-227</b>  <b>CS-132-9</b>		8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS	<b>Intell Off (FI)</b> <b>BY-227</b>  <b>CS-0136.51-9 \$5060.00 per annum</b>  <b>DDP/FI</b> <b>Staff C</b> <b>Soviet Intelligence Branch</b> <b>Soviet Intell Ops Guidance Section</b> <b>Washington, D. C.</b>	
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE WWII OTHER 5-PT. 10-POINT DISAB. OTHER <b>X</b> <b>X</b>		NEW VICE L.A. REAL <b>CD-FI</b>		
15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>4-2305-23</b> TO: <b>Same</b>	18. SUBJECT TO C. S. RETIREMENT ACT (YLS NO) <b>Yes</b>	19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSION ONLY)  STATE:
20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED				
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.				
Deputy Assistant Director for Personnel ENTRANCE PERFORMANCE RATING:				
SIGNATURE OF AGENT OR AUTHORIZING OFFICIAL				

4. PERSONNEL FOLDER COPY

## CENTRAL INTELLIGENCE AGENCY

## NOTIFICATION OF PERSONNEL ACTION



1. NAME (MR - MISS - MRS. - ONE GIVEN NAME, INITIAL(S), AND SURNAME)		2. DATE OF BIRTH		3. JOURNAL OR ACTION NO.		4. DATE																			
Mr. Lee H. Wigman		1 Dec 23				23 May 53																			
This is to notify you of the following action affecting your employment:																									
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)				6. EFFECTIVE DATE		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY																			
Promotion				24 May 53		Schedule A-6.116(b)																			
FROM				TO																					
Intelligence Officer BV 227-7				8. POSITION TITLE																					
GS 132 7 \$4330.00 per annum				Same BV 227																					
DDP/VI				9. SERVICE, SERIES, GRADE, SALARY																					
STAFF C				GS 132 9 \$5060.00 per annum																					
Soviet Intelligence Branch				10. ORGANIZATIONAL DESIGNATIONS																					
Soviet Intel. Operations Guid. Sec.				Same																					
Washington, D.C.				Same																					
11. HEADQUARTERS				Same																					
12. FIELD OR DEPT'L				12. FIELD OR DEPT'L																					
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL				<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL																					
13. VETERAN'S PREFERENCE				14. POSITION CLASSIFICATION ACTION																					
<table border="1"> <tr> <td>NONE</td> <td>WWII</td> <td>OTHER</td> <td>5-PT.</td> <td>10-POINT</td> </tr> <tr> <td></td> <td>X</td> <td></td> <td>X</td> <td>DISAB. OTHER</td> </tr> </table>				NONE	WWII	OTHER	5-PT.	10-POINT		X		X	DISAB. OTHER	<table border="1"> <tr> <td>NEW</td> <td>VICE</td> <td>P.A.</td> <td>REPL.</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>				NEW	VICE	P.A.	REPL.				
NONE	WWII	OTHER	5-PT.	10-POINT																					
	X		X	DISAB. OTHER																					
NEW	VICE	P.A.	REPL.																						
15. SEX				16. RACE																					
M				W																					
17. APPROPRIATION				18. SUBJECT TO C.S. RETIREMENT ACT (YES - NO)																					
FROM: 2305-00				Yes																					
TO: 2305-20				19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)																					
20. LEGAL RESIDENCE				20. LEGAL RESIDENCE																					
				<input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:																					
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.																									
ENTRANCE PERFORMANCE RATING:																									
Chief, Personnel Division.																									

4. PERSONNEL FOLDER COPY

1. Agency and organizational designations <b>CENTRAL INTELLIGENCE AGENCY</b>					2. Pay roll period		3. Block No. <b>2305-20</b>		4. Slip No.	
5. Employee's name (and social security account number when appropriate) <b>WYNNEN LEE R.</b>					6. Grade and salary <b>GS 7 \$4205</b>					
<b>PAY ROLL CHANGE DATA</b>										
	BASE PAY	OVERTIME	GROSS PAY	RET.	TAX	BOND	F.I.C.A.			NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										
10. Remarks <i>[Handwritten marks]</i>						11. Appropriation(s) <b>CE 24</b>		12. Prepared by <b>dh 5/6/53</b>		
								13. Audited by		
<input type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase										
14. Effective date	15. Date last equivalent increase	16. Old salary rate	17. New salary rate	18. Performance rating is satisfactory or better.						
<b>10 May 53</b>	<b>11 May 53</b>	<b>\$4205</b>	<b>\$4330</b>	(Signature or other authentication)						
19. LWOP data fill in appropriate spaces covering LWOP during following periods:				<input type="checkbox"/> In case of excess LWOP <input type="checkbox"/> In LWOP status during waiting period <input type="checkbox"/> In LWOP status at end of waiting period						
<input type="checkbox"/> No excess LWOP. Total excess LWOP				Initials of Clerk						
STANDARD FORM NO. 1126c—Revised Form prescribed by Comp. Gen., U. S. Nov. 8, 1950, General Regulations No. 102										
<b>PAY ROLL CHANGE SLIP—PERSONNEL COPY</b>										

~~SECRET~~  
~~Security Information~~

COLLATERAL PERSONNEL ACTION TOUCHED TO TOUCHED

Page 2 of 6 pages.

(1) Staff or Division 21 (2) Date T/O approved 10/17/52 (3) Effective date of action 12/7/52  
FROM: TO:

[illegible]

(12) APPROVED BY: R. P. [Signature]  
Staff or Division Chief

(13) APPROVED BY: [Signature]  
Class. & Wage Div.

(14) APPROVED BY: [Signature]  
Personnel Div.

SECRET  
Security Information

SECRET  
Security Information





1. Agency and organizational designations CENTRAL INTELLIGENCE AGENCY		2. Pay period 1952		3. Block No. 1257		4. Slip No.	
5. Employee's name WAS 1-1783				6. Grade and salary GS-11			
PAY ROLL CHANGE DATA							
	RATE PAY	OVERTIME		GROSS PAY	TAX	RET.	NET PAY
7. Previous normal							
8. New normal							
9. Pay this period							
10. Remarks DISCONTINUATION WAS 1-1783 RE BH.25 VED				11. Appropriation(s)		12. Prepared by	
						13. Audited by	
<input checked="" type="checkbox"/> Periodic step increase. <input type="checkbox"/> Pay adjustment.				14. Effective date 30 Mar 52			
15. Date last equivalent 17 Apr 51		16. Old salary rate \$5775		17. New salary rate \$6225		18. (a) Efficiency rating, (b) conduct rating, (c) service rating (Signature or Other Authentication) [Signature] (Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.	
19. Purpose date 27 Jun 52				20. LWOP date (Fill in appropriate space covering LWOP during following period): Period(s): 20 No excess LWOP. Total excess LWOP.			
STANDARD FORM NO. 112-4 Form prescribed by Comp. Gen., U. S. Pub. A. 1020, General Regulations No. 102				PAY ROLL CHANGE SLIP—PERSONNEL COPY			

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

(ml)

1. NAME (MR., MISS, MRS., ONE OR MORE INITIALS, AND SURNAME)		2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Lee H. Wigren		1 Dec. 1923	8081	24 Sept. 1951
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Intra-Agency Transfer		30 Sept. 1951	Schedule A-6.116(b)	
FROM		TO		
Clerk, GS-6  GS-6-301 \$3450.00 per. annua. Bu.#6799  OSO Staff C I. C. Branch		8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATION OSO Staff C Soviet Intelligence  11. HEADQUARTERS  12. FIELD OR DEPT'L Washington, D. C. <input checked="" type="checkbox"/> DEPARTMENTAL <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> B-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/> DISAP <input type="checkbox"/> OTHER <input type="checkbox"/>		NEW <input type="checkbox"/> REC <input type="checkbox"/> I.A. <input type="checkbox"/> REEL <input type="checkbox"/> Bu.#7803 9/7/51		
15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT	19. DATE OF APPOINTMENT AFFIDAVIT (EXCEPTIONS ONLY)
M	W	FROM: 2123900 TO: 3008	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	20. LEGAL RESIDENCE CLAIMED <input type="checkbox"/> PROVED <input type="checkbox"/> STATE: Mass.
21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.				
(117) to (106)   PURSUANT TO CFI DIRECTIVE EFFECTIVE 24 OCT. 1951 SALARY ADJUSTED TO \$3795.00				
ENTRANCE EFFICIENCY RATING:		PERSONNEL DIVISION SIGNATURE OF OTHER AUTHENTICATION U. S. GOVERNMENT PRINTING OFFICE: 1950-033070		

4. PERSONNEL FOLDER COPY

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

P.C. 8/26/51

(21)

1. NAME (MR., MISS, MRS., OR ONE GIVEN NAME, INITIALS, AND SURNAME) <b>Mr. Lee B. Wigren</b>		2. DATE OF BIRTH <b>1 Dec. 1923</b>	3. JOURNAL OR ACTION NO. <b>47018</b>	4. DATE <b>19 March 1951</b>
This is to notify you of the following action affecting your employment.				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Excepted Appointment</b>		6. EFFECTIVE DATE <b>19 March 1951</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A-6.115(b)</b>	
FROM		TO		
8. POSITION TITLE <b>Clerk, GS-6</b>		9. SERVICE SERIES GRADE, SALARY <b>GS-6-301 \$3450.00 per. annum.</b>		
10. ORGANIZATIONAL DESIGNATION <b>OSO Staff C I C Branch</b>		11. HEADQUARTERS <b>Washington, D. C.</b>		
12. FIELD OR DEPT. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		13. FIELD OR DEPT. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		
14. VETERAN'S PREFERENCE NONE <input type="checkbox"/> 10% <input checked="" type="checkbox"/> 15% <input type="checkbox"/> 20% <input type="checkbox"/> 25% <input type="checkbox"/> 30% <input type="checkbox"/> 35% <input type="checkbox"/> 40% <input type="checkbox"/> 45% <input type="checkbox"/> 50% <input type="checkbox"/> 55% <input type="checkbox"/> 60% <input type="checkbox"/> 65% <input type="checkbox"/> 70% <input type="checkbox"/> 75% <input type="checkbox"/> 80% <input type="checkbox"/> 85% <input type="checkbox"/> 90% <input type="checkbox"/> 95% <input type="checkbox"/> 100%		15. POSITION CLASSIFICATION ACTION <b>Bu. #6799 2/1/51</b>		
16. BEA <b>2115900</b>		17. DATE OF APPOINTMENT <b>19 March 1951</b>		
18. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) <b>Yes</b>		19. LEGAL RESIDENCE <b>Mass.</b>		
20. THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.				
This appointment is subject to the satisfactory completion of a trial period of one year.				
<p>DOG - 05/24/53</p> <p>CSEAD. 03/19 51</p> <p>ACD - 05/19/51</p>				
<p>STATUS: VERIFIED</p> <p>BY: <i>H. C. Clinescale</i></p> <p>ENTRANCE EFFICIENCY RATING: <i>1-19-55</i></p> <p>PERSONNEL BRANCH</p> <p>OTHER AUTHENTICATION</p>				

CLASSIFICATION

## FITNESS REPORT

## SECTION A

## GENERAL INFORMATION

1. EMPLOYEE NUMBER 006198	2. NAME (Last, first, middle) Wigren, Lee H.	3. DATE OF BIRTH 12/01/23	4. RFX M	5. GRADE GS-14	6. SD DAA
7. OFFICIAL POSITION TITLE Operations Officer		8. OFF/DIV/BN OF ASSIGNMENT PRO/CI/RE/10		9. CURRENT STATION Beaumont, Texas	
10. CODE (if one) X NGS DP					
11. TYPE OF APPOINTMENT					
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spec)	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> ANNUAL
12. REPORTING PERIOD (from-to) 1 Nov 1976 - 31 Oct 1977			13. DATE REPORT DUE IN O.P. 15 May 1977		

## SECTION B

## QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX, AT RIGHT.

## SECTION C

## PERFORMANCE EVALUATION

**U—Unsatisfactory** Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

**M—Marginal** Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

**P—Proficient** Performance is satisfactory. Desired results are being produced in the manner expected.

**S—Strong** Performance is characterized by exceptional proficiency.

**O—Outstanding** Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

## SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 Manage the production, publication, and dissemination of CI studies and papers.	RATING LETTER S
SPECIFIC DUTY NO. 2 Supervise directly three professional and one clerical, and indirectly other officers, involved in CI publications work.	RATING LETTER S
SPECIFIC DUTY NO. 3 Prepare and edit CI research and analysis for publication.	RATING LETTER S
SPECIFIC DUTY NO. 4 Liaison with foreign intelligence services, other agencies and other CIA components to sponsor and promote CI production and exchange.	RATING LETTER P
SPECIFIC DUTY NO. 5 Conduct training seminars and lectures, personally or in conjunction with CI defectors, for foreign services, other agencies, and CIA components.	RATING LETTER P
SPECIFIC DUTY NO. 6	RATING LETTER

## OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, of employee's overall performance during the rating period, traits or habits, and particular limitations or talents. Indicate by marking "X" the statement which most accurately reflects his level of performance.

RATING LETTER  
S

FORM 45 5-73

CLASSIFICATION

F2. WPDCT CL BY

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## CLASSIFICATION

SECTION D		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current action bearing in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.</p> <p>In August 1976 Mr. Wigren agreed to be responsible for establishing and managing a counterintelligence production element for the CI Staff. He has continued in that capacity up to the present time, in addition to serving as the nominal focal point for one of our more important CI defectors. Although he took the publication assignment with some reservations, he has done an excellent job of sponsoring, processing and publishing a variety of important counterintelligence documents for use with foreign and domestic intelligence and security services. He is well aware of the widespread respect and admiration for his achievements in this position, both in the processing of written studies and presentations which he makes based on his extensive counterintelligence background and knowledge. While he might find better acceptance with some operational background, there are also special advantages and strengths which derive from the depth of headquarters staff experience which constitutes his career. He is a very cooperative and responsive officer and is now felt to be the best candidate to take over counterintelligence training for the Agency, which he will phase in to in the near future.</p>			
SECTION E		CERTIFICATION AND COMMENTS	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION		1. BY SUPERVISOR	
32	DATE	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
6 December 1977	DATE	05 13 2	
6 December 1977	DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
		Chief, CI/R&A	Leonard McCoy
STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE		2. BY EMPLOYEE	
DATE		SIGNATURE OF EMPLOYEE	
7 December 1977		Leonard McCoy	
HAVE ATTACHED <input checked="" type="checkbox"/> HAVE NOT ATTACHED		3. BY REVIEWING OFFICIAL	
COMMENTS OF REVIEWING OFFICIAL			
<p>I endorse the rating officer's comments on Mr. Wigren's performance. One of the things that has impressed me most during my nine months as Chief of the Counterintelligence Staff has been the impact of the publications program on the intelligence community at large. In the CI field, there is nothing in the U.S. Government comparable to it. With the current intensification of interest in counterintelligence, it affords the Agency a means of speaking to a wide audience on issues and problems of abiding concern. Mr. Wigren has done excellent work in drawing upon the resources of the Staff to collect and then to present counterintelligence materials in a way calculated to serve their purpose admirably. I have also drawn heavily on Mr. Wigren to prepare special briefing materials for my own continued</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
23 December 1977	Chief, CI Staff	B. Hugh Tovar	
4. BY EMPLOYEE		SIGNATURE OF EMPLOYEE	
I CERTIFY THAT I HAVE BEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT.		DATE	
		3 January 1978	
		CLASSIFICATION	

[REDACTED]

## SECTION E: REVIEWING COMMENTS (continued)

Lee H. Wigren

use in dealing with senior echelons of the Agency and other government components. He is a fine officer, whom I expect to rely upon heavily in the counterintelligence training program. The latter I rank among the most important responsibilities of the Staff.

[REDACTED]

SECRET

Still valid as of  
6 December 1977.9 FEB  
1977

MEMORANDUM FOR: Lee H. Wigren  
FROM : Leonard McCoy  
Chief, CI/R&A  
SUBJECT : Letter of Instructions

1. The following letter of instructions is provided to outline your functions as Special Assistant to the Chief, CI Staff Research and Analysis Group.

2. The objectives of CI/R&A are:

a. To provide current and relevant counterintelligence support to operations being conducted by CI Staff and the operating divisions in the interests of furthering intelligence collection and preventing the frustration of our operations by adversary intelligence services.

b. To conduct research and analyze information to facilitate the detection of the efforts of adversary intelligence services to penetrate the US and friendly foreign governments.

3. Your functions as Special Assistant to Chief, CI Staff Research and Analysis Group are as follows:

a. Select information and research and analysis products of CIA, other agencies, and liaison services for publication by the CI Staff as CI guidance and references.

b. Initiate and supervise the conduct of CI research and analysis by assigned personnel for publication by the CI Staff.

c. Establish and implement publication procedures, including editing, rewriting, organizing, sanitizing, classifying, setting up dissemination channels and

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controls, and monitoring printing processes for CI Staff publications.

d. Initiate and coordinate the distribution of CI Staff publications as appropriate within the Agency, to other US government agencies, and to liaison services.

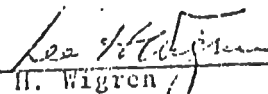
e. Maintain a record of CI Staff publications, including recipients, dates of distribution, responses and comments, related correspondence, and other pertinent information.

f. Conduct liaison with other government agencies and foreign intelligence services to promote the collection and dissemination of CI information.

g. Collect and maintain a library of past and present classified CI publications available from all sources for ready reference and consultation.

  
Leonard McCoy

I have read and understand this letter of instructions.

  
Lee H. Wigren

7 February 1977  
Date

Distribution:

Orig - Addressee  
2 - CI/Personnel  
1 - C/CI/R&A

SECRET

CONFIDENTIAL

CLASSIFICATION

## FITNESS REPORT

## SECTION A

## GENERAL INFORMATION

1. EMPLOYEE NUMBER 006198	2. NAME (Last, first, middle) Wigren, Lee H.	3. DATE OF BIRTH 12/01/23	4. SEX M	5. GRADE GS-14	6. SU DAA
7. OFFICIAL POSITION TITLE Operations Officer		8. OFF/DIV/BR OF ASSIGNMENT DDO/CI/RGA	9. CURRENT STATION Headquarters		10. CODE (CG, I) XX HQS- OF
11. TYPE OF APPOINTMENT		12. TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT (20-8-76)
<input type="checkbox"/> CONTRACT	<input type="checkbox"/> SPECIAL	<input type="checkbox"/> OTHER	13. REPORTING PERIOD (FROM-TO) 1 Oct 75 - 31 Oct 76		14. DA C REPORT DUE IN D.P. 30 Nov 76

## SECTION B

## QUALIFICATIONS UPDATE

IF QUALIFICATIONS-UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

## SECTION C

## PERFORMANCE EVALUATION

<u>U-Unsatisfactory</u>	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.
<u>M-Marginal</u>	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.
<u>P-Proficient</u>	Performance is satisfactory. Desired results are being produced in the manner expected.
<u>S-Strong</u>	Performance is characterized by exceptional proficiency.
<u>O-Outstanding</u>	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

## SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 Manage a branch composed of six staff officers, seven contract personnel and a varying number of detailees.	RATING LETTER P
SPECIFIC DUTY NO. 2 Supervise the work of three Soviet intelligence officer defectors and their four contract employees.	RATING LETTER S
SPECIFIC DUTY NO. 3 Function as secretariat for an international research and analysis complex.	RATING LETTER S
SPECIFIC DUTY NO. 4 Conduct counterintelligence research and analysis.	RATING LETTER P
SPECIFIC DUTY NO. 5 Establish a counterintelligence publications system which will collect and sponsor counterintelligence studies, produce studies, and distribute them according to need and security considerations.	RATING LETTER S
SPECIFIC DUTY NO. 6	RATING LETTER

## OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	RATING LETTER S
--	--------------------

FORM 45 USE PREVIOUS EDITIONS

CLASSIFICATION  
CONFIDENTIAL

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CONFIDENTIAL

CLASSIFICATION

SECTION D

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

Mr. Wigren received a well-deserved promotion during this reporting period and moved in August to become the Staff Publications Officer. He made solid progress in the early part of the reporting period in making the transition from the narrow sphere he occupied in the previous Staff organization to the much more varied and challenging duties of the External Branch. By the time he left that position he had mastered its peculiar problems and proven his capability to manage its unusual personnel effectively and productively. He has retained responsibility for exploitation of the most useful asset in that branch and recently conducted the asset on a series of liaison visits which has resulted in a significant advance of our CI relations with the services concerned.

He has moved vigorously into the function of Publications Officer, which is one of the most important activities in the Staff. He was selected for this assignment because of his deep CI experience, writing ability, and his mature judgment in selecting and preparing CI information appropriate to various audiences. Cost-effective influences which he faces by participation in local government are also applied in his Agency work. He deals confidently with senior officers of the Staff and other components and gets the best effort out of his subordinates. His present assignment is tailor-made for him, and he exhibits no significant weakness in performing it.

SECTION E

CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION  20	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 6 December 1976	OFFICIAL TITLE OF SUPERVISOR Chief, CI/R&A	TYPED OR PRINTED NAME AND SIGNATURE Leonard McCoy

2. BY EMPLOYEE

I HAVE <input type="checkbox"/> OR HAVE NOT <input checked="" type="checkbox"/> ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE.	DATE 6 December 1976	SIGNATURE OF EMPLOYEE Lee H. Wigren
--	-------------------------	--

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL I concur with the present assessment of Mr. Wigren's performance by the rating officer. As chief of the External Branch he turned in a highly satisfactory performance. In his present capacity, Staff Publications Officer, he is off to an excellent start. I believe the passage of time will demonstrate that Mr. Wigren's strongest points, never heretofore fully exploited, are in writing and supervising publications of counterintelligence materials. Already one of the new CI Staff monthly publications which he initiated some time ago is earning us plaudits from both domestic and foreign counterintelligence services. Mr. Wigren's work comes to my attention several times a week. I am most pleased that he is a member of the staff at this time.		
DATE 29 Dec 76	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, CI Staff	TYPED OR PRINTED NAME AND SIGNATURE George T. Kalaris

4. BY EMPLOYEE

I CERTIFY I HAVE SEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT. I HAVE <input type="checkbox"/> HAVE NOT <input checked="" type="checkbox"/> ATTACHED A STATEMENT CONCERNING THE REVIEWING OFFICIAL'S EVALUATION OF MY PERFORMANCE.	DATE 4 Jan 77	SIGNATURE OF EMPLOYEE Lee H. Wigren
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CONFIDENTIAL

CLASSIFICATION

FITNESS REPORT			
<b>SECTION A GENERAL INFORMATION</b>			
1. EMPLOYEE NUMBER <b>006198</b>	2. NAME (Last, first, middle) <b>WIGREN, Lee H.</b>	3. DATE OF BIRTH <b>12/01/23</b>	4. GRADE <b>M 13</b>
5. OFFICIAL POSITION TITLE <b>Operations Officer Ch</b>		6. OFF/DIV/BR OF ASSIGNMENT <b>DDO/CI/R&amp;A/E</b>	7. CURRENT STATION <b>Hqs</b>
8. TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> CONTRACT <input type="checkbox"/> OTHER (Spec.) <input type="checkbox"/> TEMPORARY		9. TYPE OF REPORT <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASONING <input type="checkbox"/> SPECIAL	
10. REPORTING PERIOD (from-to) <b>1 October 1974 - 30 September 1975</b>		11. DATE REPORT DUE IN O.P. <b>31 October 1975</b>	
<b>SECTION B QUALIFICATIONS UPDATE</b>			
If qualifications update form is being submitted with changes, and is attached to this report, place the word "YES" in the box to the right. If no changes are required, place the word "NO" in the box to the right.			
<b>SECTION C PERFORMANCE EVALUATION</b>			
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.</p> <p><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.</p> <p><b>P-Proficient</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O-Outstanding</b> Performance is exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>			
<b>SPECIFIC DUTIES</b>			
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			RATING LETTER
SPECIFIC DUTY NO. 1 <b>Manages a branch composed of six staff officers and nine contract personnel</b>			<b>P</b>
SPECIFIC DUTY NO. 2 <b>Supervises the work of [ ] Soviet intelligence defectors and their six contract employees.</b>			<b>P</b>
SPECIFIC DUTY NO. 3 <b>Acts as secretariat for an international research and analysis complex</b>			<b>S</b>
SPECIFIC DUTY NO. 4 <b>Conducts counterintelligence research and analysis</b>			<b>P</b>
SPECIFIC DUTY NO. 5			RATING LETTER
SPECIFIC DUTY NO. 6			RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>			
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.			RATING LETTER <b>P</b>

## CLASSIFICATION

## SECTION D

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

Mr. Wigren is doing a quite satisfactory job of running the R&A External Research Branch. When the Group was reorganized he was almost fully committed to Duty No. 3 above. While maintaining that function at a commendable level of performance, he has accepted the assignment of running a new branch which is an amalgamation of components of several previous R&A branches. Comprising, as it does, the disparate elements of defector, contract, and staff officers, Mr. Wigren has done a very good job of assigning work and getting it done by this branch. He gets along well with the personnel and seems well-suited to the kind of bread-and-butter research and analysis which the branch carries out. He is very serious and purposeful in his approach and can be relied on to carry out assignments effectively and on time. His long experience in CI matters and his knowledge of past activities and events in the Staff are a valuable adjunct to the branch chief function which he now fulfills. He is one of very few officers of the former Staff who have been selected to participate in the reorganization and reorientation of the CI effort. He has shown by his performance and attitude a quite acceptable capability to adjust to the present Staff requirements in terms of methodology and intellectual approach. He is conscientious and enthusiastic, and is still feeling his way to some extent organizationally and functionally in his new position.

He reflects genuine consideration for the costs of performing his functions.

## SECTION E

## CERTIFICATION AND COMMENTS

MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION		1. BY SUPERVISOR	
8		IF THIS REPORT HAD NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION: ON TDY. -	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
31 October 1975	Chief, CI/R&A	Leonard McCoy	
STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE		2. BY EMPLOYEE	
DATE		SIGNATURE OF EMPLOYEE	
7 November 1975		See attached	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
I concur with the assessment and evaluation of Mr. Wigren as set forth in this Fitness Report. He found himself in the midst of a changing situation and not only has adjusted well but also has made a useful contribution to the reorganization and redirection of the Counterintelligence Staff. His current assignment requires a good deal of common sense, understanding of human nature and the ability to devise meaningful projects for individuals whose expertise and capabilities are quite circumscribed and limited. Success in that respect is important to the Agency for reasons not necessarily associated with the value of the product which emerges from these projects. In his frequent contacts with representatives of foreign liaison officials, Mr. Wigren has invariably created a favorable			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
3 November 1975	Chief, CI Staff	George T. Kalaris	
4. BY EMPLOYEE			
I CERTIFY THAT I HAVE BEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT.		DATE	SIGNATURE OF EMPLOYEE
		7 November 1975	

CLASSIFICATION

CONFIDENTIAL

Fitness Report - Wigren, Lee H.  
# 006198

Reviewing Official Comments (continued)

impression which is also important to the Agency. In sum,  
I regard him as a competent officer who is performing well  
in his present assignment.

CONFIDENTIAL

CLASSIFICATION

## FITNESS REPORT

## SECTION A

## GENERAL INFORMATION

1. EMPLOYEE NUMBER 006198	2. NAME (Last, first, middle) WIGREN, Lee H.	3. DATE OF BIRTH 12/01/23	4. SEX M	5. GRADE 13	6. DD DAA
7. OFFICIAL POSITION TITLE Ops Officer		8. OFF/DIV/BR OF ASSIGNMENT DDO/CI OPS/R&A	9. CURRENT STATION Washington, DC		10. CODE (if any) X MOB. DF
11. TYPE OF APPOINTMENT			12. TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> CONTRACT <input type="checkbox"/> OTHER (Spec.) <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT <input type="checkbox"/> SPECIAL					
13. REPORTING PERIOD (from-to) 29 Sept 1973 - 30 Sept 1974			14. DATE REPORT DUE IN O.P. 30 October 1974		

## SECTION B

## QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

## SECTION C

## PERFORMANCE EVALUATION

U—Unsatisfactory	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.
M—Marginal	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.
P—Proficient	Performance is satisfactory. Desired results are being produced in the manner expected.
S—Strong	Performance is characterized by exceptional proficiency.
O—Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

## SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 The conduct of research into sensitive counterintelligence cases, primarily cases involving Soviet intelligence and security and Bloc operations.	RATING LETTER S
SPECIFIC DUTY NO. 2 Assembles, collates, and analyzes selected counterintelligence materials reflecting data on Soviet intelligence organization and activity; maintains files of such materials. Uses these materials in memorandums, reports, and commentaries utilized in sensitive DDO liaison with designated counterintelligence and security services.	RATING LETTER S
SPECIFIC DUTY NO. 3 Collects, organizes and maintains other basic data on Soviet intelligence and security for research purposes. Acts as CIOPS referent on Soviet intelligence and security matters.	RATING LETTER S
SPECIFIC DUTY NO. 4 Conducts, from time to time, counterintelligence source debriefings. Records, analyzes, and distributes the resulting data.	RATING LETTER S
SPECIFIC DUTY NO. 5 Lectures, participates in, and conducts briefings and presentations inside the Agency and under the auspices of the U.S. Intelligence Community on Soviet intelligence and security services and related USSR political developments and communist international and Soviet-directed subversion.	RATING LETTER O
SPECIFIC DUTY NO. 6	RATING LETTER

## OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER  
S

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SECTION D

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

Although Subject has only been under my supervision for some four months, I can but agree with earlier comments on his performance. Subject has an encyclopedic knowledge of the organization, function and history of the various Soviet intelligence and security organs. He is a highly skilled researcher and a gifted writer. His work in preparing classified studies on the various aspects of the Soviet intelligence services and operations has been consistently impressive.

Subject has not had the field experience usually associated with his age and grade, but the lack of this has not been a drawback in his chosen research duties. In the future Subject will profit from seeking out opportunities for further activity rather than, as at present, waiting until assignments are given to him.

In addition to his research abilities, Subject is a highly effective lecturer, much sought after by other agencies who are conducting training in the CI field.

Subject has encountered some slight problems with his staff during the reporting period, but these are essentially minor. In my opinion Subject is in the forefront of research personnel at his grade level.

SECTION E

CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
4		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	AC/CIRA	W. Hood William J. Hood

2. BY EMPLOYEE

STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE	DATE	SIGNATURE OF EMPLOYEE
<input type="checkbox"/> HAVE ATTACHED <input type="checkbox"/> HAVE NOT ATTACHED	16 Jan 75	Leo Wigren

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL		
I endorse Mr. Hood's Section D evaluation. I have found Mr. Wigren to be a very dependable and resourceful individual in undertaking the extensive research commitments that the staff has undertaken in meeting very heavy obligations of sensitive liaison exchanges over the past year. Mr. Wigren is above all a gentleman in his attitude toward and treatment of others. I would say in the long run this works to his disadvantage because his contribution and his modesty tend to be overridden by the pretensions and bluster of others. Mr. Wigren has what has now become a most precious commodity to the DDO in counterintelligence and that is a grasp on many of the aspects of the collegial memory. He is therefore in a position not only to contribute useful ideas for new projects, but to correct, amend, and modify suggestions and courses of action put up by others who do not have the facts. In other words, this is a man whose continued utility and potential are considerable in my judgment.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
17 Jan 75	AC/CIOPS	Raymond G. Rocca

4. BY EMPLOYEE

CERTIFY THAT I HAVE SEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT.	DATE	SIGNATURE OF EMPLOYEE
	17 Jan 75	Leo Wigren

CLASSIFICATION



**SECRET**  
CLASSIFICATION

**FITNESS REPORT**

**SECTION A**

**GENERAL INFORMATION**

1. EMPLOYEE NUMBER <b>006198</b>	2. NAME (Last, first, middle) <b>WIGREN, Lee H.</b>	3. DATE OF BIRTH <b>12/01/23</b>	4. SEX <b>M</b>	5. GRADE <b>13</b>	6. SD <b>D</b>
7. OFFICIAL POSITION TITLE <b>Ops Officer</b>		8. OFF/DIV/BR OF ASSIGNMENT <b>DDO/CI/OPS/R&amp;A</b>		9. CURRENT STATION <b>Washington, D.C.</b>	
11. TYPE OF APPOINTMENT		12. TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spec.)	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT
		<input type="checkbox"/> SPECIAL			

13. REPORTING PERIOD (from-to-)

**1 November 1972 - 28 September 1973**

14. DATE REPORT DUE IN O.P.

**October 1973**

**SECTION B**

**QUALIFICATIONS UPDATE**

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

**SECTION C**

**PERFORMANCE EVALUATION**

U—Unsatisfactory	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.
M—Marginal	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.
P—Proficient	Performance is satisfactory. Desired results are being produced in the manner expected.
S—Strong	Performance is characterized by exceptional proficiency.
O—Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

**SPECIFIC DUTIES**

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 <b>The conduct of research into sensitive counterintelligence cases, primarily cases involving Soviet intelligence and security and Bloc operations.</b>	RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 2 <b>Assembles, collates, and analyzes selected counterintelligence materials reflecting data on Soviet intelligence organization and activity; maintains files of such materials. Uses these materials in memorandums, reports, intelligence and security services.</b>	RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 3 <b>Collects, organizes and maintains other basic data on Soviet intelligence and security for research purposes. Acts as CI/OPS referent on Soviet intelligence and security matters.</b>	RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 4 <b>Conducts, from time to time, counterintelligence source debriefings. Records, analyzes, and distributes the resulting data.</b>	RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 5 <b>Lectures, participates in, and conducts briefings and presentations inside the Agency and under the auspices of the U.S. Intelligence Community on Soviet intelligence and security services and related USSR political developments and communist international and Soviet-directed subversion.</b>	RATING LETTER <b>O</b>
SPECIFIC DUTY NO. 6	RATING LETTER

**OVERALL PERFORMANCE IN CURRENT POSITION**

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.	RATING LETTER <b>S</b>
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S E C R E T  
CLASSIFICATION

## SECTION D

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

In the past six months the compartmented nature of Mr. Wigren's work has brought him more directly into the DC/CIOPS' cognizance rather than the Chief of the R&A component as has previously been the case.

I think Mr. Wigren's strengths and weaknesses have been winnowed thoroughly in previous reporting. He is a recognized expert in his topic and as such he represents a considerable capital investment by the Agency in that kind of expertise. He can write and he can speak with unusual fluency on his specialty and in consequence is a key man in the ongoing research and study of sensitive Soviet intelligence and security organization and operations, particularly penetrations and disinformation. This statement is backed up by the production, in the form of briefing papers, memoranda, and other production, which goes outside the Agency. I have found his work to be extremely satisfactory and more particularly, it is if he is given the time and specifications which are ingredients of his meticulous and thoroughgoing approach to his work. Mr. Wigren could carry on in his specialty at a very high level of competence in any other part of the Agency, or for that matter anywhere in Government where there is any interest in Soviet intelligence and security. I am firm in the view that he merits the overall

## SECTION E

## CERTIFICATION AND COMMENTS grading of "Strong."

1. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 11 Jan 74	OFFICIAL TITLE OF SUPERVISOR Deputy Chief, CI/OPS	TYPED OR PRINTED NAME AND SIGNATURE <i>Raymond G. Rocca</i> Raymond G. Rocca
2. BY EMPLOYEE		
STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE	DATE 11 Jan 74	SIGNATURE OF EMPLOYEE <i>Lee H. Wigren</i>
HAVE ATTACHED <input checked="" type="checkbox"/> HAVE NOT ATTACHED		
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL  I concur with the rating officer's comments above.		
DATE 11 Jan 74	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, CI/OPS	TYPED OR PRINTED NAME AND SIGNATURE <i>J. Angleton</i> James Angleton
4. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT.	DATE 11 Jan 74	SIGNATURE OF EMPLOYEE <i>Lee H. Wigren</i>

CLASSIFICATION  
S E C R E T

## SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				006198	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
WIGREN, Lee H.			12/01/23	M	13 D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT 8. CURRENT STATION		
Ops Officer			DDP/CI/RGA Washington, D.C.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER PROVISIONAL (See instructions - Section A)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
November 1972			1 November 1971 - 31 October 1972		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p><b>P-Proficient</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O-Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Analyzes and synthesizes materials dealing with both the history and current status of the Soviet intelligence and security services and with the operations directed by them against their major counter- (cont.)					RATING LETTER O
SPECIFIC DUTY NO. 2 As a corollary of the above, serves as CI/RGA's principal point of contact with SB Division (except for ADP matters).					RATING LETTER S
SPECIFIC DUTY NO. 3 Organizes and maintains basic CI data on the RIS, such as strength figures at home and abroad, changes in structure and functions, case histories, and other categories of facts. This information is (cont.)					RATING LETTER S
SPECIFIC DUTY NO. 4 Conducts occasional, detailed counterintelligence debriefings of knowledgeable sources selected by the DC/CI. Records and reports the resultant information.					RATING LETTER S
SPECIFIC DUTY NO. 5 Lectures and conducts briefings in various training courses both within CIA and in other governmental programs. The main topics dealt with are the Soviet intelligence and security services, political devel- (cont.)					RATING LETTER O
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

Reviewed by OMSRD PDS

14 DEC 1972

SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

As was noted in the preceding fitness report, Mr. Wigren has a solid and broad knowledge of the USSR; its history, government, and intelligence services. He also has a useful working knowledge of Russian. Consequently he serves in CI/R&A as senior referent on the RIS, against which target most of the group's work is directed.

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A key responsibility in R&A is to serve the Staff's repository and memory for essential elements of information about the RIS. Mr. Wigren has organized this abundance of material effectively, has ensured its retrievability, and continues to update it.

Mr. Wigren consistently shows sound and dispassionate judgment. He does not jump to conclusions but digs out the pertinent facts and brings them into proper focus. He is skeptical without being negative. He accepts tasks and responsibilities without quibbling, and he carries out these assignments successfully without needing further consultation or guidance.

He is a quiet person who keeps a low profile; but when a significant issue is at stake, he is firm, even tenacious, when persuaded that the facts are on his side.

(continued)

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

29 Nov 72

SIGNATURE OF EMPLOYEE

Lee Hestgren

2.

BY SUPERVISOR

MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION

46

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

29 November 1972

OFFICIAL TITLE OF SUPERVISOR

C/CI/R&amp;A

TYPED OR PRINTED NAME AND SIGNATURE

Donovan E. Pratt

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Mr. Wigren is a solid methodical researcher and analyst. He possess developed skills in presentation both in writing and from the platform. He works quietly and effectively with a minimum of supervision required once the job has been blocked out. He is a most dependable and consistently productive.

He is overly modest in personal demeanor and tends to prefer to concentrate his efforts on single tasks rather than to handle a range of simultaneous undertakings.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

R. L. Brown

SECRET

00000

SECRET

SECTION B (Cont.) SPECIFIC DUTIES

Lee H. WIGREN

SPECIFIC DUTY NO. 1

intelligence targets, especially the intelligence services of the non-Communist world.

SPECIFIC DUTY NO. 3

provided to other Agency components, to other U.S. departments and agencies (principally the FBI), and to selected liaison services as appropriate.

SPECIFIC DUTY NO. 5

operations in the USSR, and Communist subversion.

SECRET

SECRET

SECTION C - NARRATIVE COMMENTS - (Continued)  
Lee H. WIGREN

His supervisory responsibility is limited to providing guidance to one secretary whom he shares with others. I should not hesitate, however, to assign other employees to his supervision if our T/O permitted. His past record and his current performance (which demonstrates an ability to look ahead, to grasp essentials, to get along with others, and to be both fair and firm) show that he can handle a manager's role very well.

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				006198	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle) WIGREN, Lee H.			2. DATE OF BIRTH 12/01/23	3. SEX M	4. GRADE 13
5. OFFICIAL POSITION Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/CI/R&A	6. CURRENT STATION Washington, D.C.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify)			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify)		
11. DATE REPORT DUE IN O.P. 30 November 1971			12. REPORTING PERIOD (From - To) 1 January 1971 - 31 October 1971		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p><b>P-Proficient</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O-Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Analyzes and synthesizes materials dealing with both the history and current status of the Soviet intelligence and security services and with the operations directed by them against their major counter- (cont.)					RATING LETTER O
SPECIFIC DUTY NO. 2 As a corollary of the above, serves as CI/R&A's principal point of contact with SE Division (except for ADP matters).					RATING LETTER S
SPECIFIC DUTY NO. 3 Organizes and maintains basic counterintelligence data on the RIS, such as strength figures, case histories, counteraction (e.g., the results of the AESMITE defection), etc.					RATING LETTER S
SPECIFIC DUTY NO. 4 Engages from time to time in counterintelligence interrogations/debriefings at the direction of the DC/CI. Records data thus obtained and prepares detailed reports.					RATING LETTER S
SPECIFIC DUTY NO. 5 Lectures and conducts briefings in various training courses both within CIA and in other governmental programs. The main topics dealt with are the Soviet intelligence and security services, political devel- (cont.)					RATING LETTER O
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Rating of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Wigren's responsibilities have broadened during the reporting period and will continue to grow. In part this change has resulted from the assignment of Mr. Edward Knowles to CI/OPS, but in equal or greater measure it is the product of Mr. Wigren's demonstrated ability to carry added responsibility with equanimity and resourcefulness.

Mr. Wigren has a very sound knowledge of the Soviet Union: its history, government, intelligence services, etc. He reads widely to keep his knowledge current. He maintains an excellent balance between a respect for the importance of facts and a creative faculty. Recently he has been increasingly concerned with ways to ensure a more regular, orderly flow of essential counterintelligence into this office and with restructuring the organization of this information to make it more readily responsive to our needs. His approach has been both imaginative and sound.

His work shows a very high level of organizational ability. This is reflected in his structuring of a report or speech, in the lucidity of his expression, and in his grasp of the inter-relatedness of the functions of this group. He is thoughtful and temperate; he does not jump to conclusions, show

(continued)

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 9 November 1971	SIGNATURE OF EMPLOYEE <i>Lee H. Wigren</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 34	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 9 November 1971	OFFICIAL TITLE OF SUPERVISOR Chief, CI/R&A	TYPED OR PRINTED NAME AND SIGNATURE <i>Donovan E. Pratt</i> Donovan E. Pratt
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
Mr. Wigren is a very knowledgeable research specialist in Soviet Bloc counterintelligence matters. He also is an excellent expositor of that kind of information from a lecture platform. He has done a good job. I am in agreement with the rating but would want this man to show more dynamism.		
DATE 18 NOV 1971	OFFICIAL TITLE OF REVIEWING OFFICIAL Deputy Chief, CI Staff	TYPED OR PRINTED NAME AND SIGNATURE <i>Raymond G. Rocca</i> Raymond G. Rocca

SECRET



SECRET

SPECIFIC DUTY NO. 1 - (Continued)

intelligence targets, especially the intelligence services of the non-Communist world.

SPECIFIC DUTY No. 5 - (Continued)

operations in the USSR, and Communist subversion.

SECRET

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SECRET

Section C - Narrative Comments - (Continued)

bias, or push pet theories. He is flexible, broad-gauged, and genuinely interested in his work. He reads Russian and uses this facility in his work.

Mr. Wigren does not need close supervision. He carries out tasks without seeking additional guidance or support when he encounters the usual difficulties. He relates well to others, and his creative abilities are frequently sparked by discourse and an exchange of views. He is exceptionally considerate and tactful in his dealings with other Agency employees.

At present he does not have supervisory responsibilities. Both his past record and his present performance show, however, that he is fully capable of quiet, competent leadership.

He has shown no deficiencies of any sort in respect to security or economy.

SECRET

**SECRET**  
(When Filled In)

# FITNESS REPORT

EMPLOYEE SERIAL NUMBER	
------------------------	--

006198-

**SECTION A**

## GENERAL

GENERAL										
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH		3. SEX		4. GRADE		5. SO	
WIGREN, LEE H.			12/01/23		M		GS-13		D	
6. OFFICIAL POSITION TITLE			7. OFF. DIV./DR OF ASSIGNMENT		8. CURRENT STATION					
OPS OFFICER			DDP/CI/R&A		Wash., D.C.					
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT							
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR							
CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE							
SPECIAL (Specify):			SPECIAL (Specify):							
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - To)							
SECTION B			1 January 1970 - 31 December 1970							

**SECTION B**

## PERFORMANCE EVALUATION

- | PERFORMANCE EVALUATION  |   |
|-------------------------|---|
| <u>U-Unsatisfactory</u> | Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. |
| <u>M-Marginal</u>       | Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.  |
| <u>P-Proficient</u>     | Performance is satisfactory. Desired results are being produced in the manner expected.   |
| <u>S-Strong</u>         | Performance is characterized by exceptional proficiency.  |
| <u>O-Outstanding</u>    | Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.  |

## SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

<p><b>SPECIFIC DUTY NO. 1</b> Obtains sensitive counterintelligence data from varied (including live) sources at the direction of the DC/CI. Records and prepares analyses of such data. The topics range from operations of primarily historical significance to current matters.</p>	<p>RATING LETTER</p> <p>S</p>
<p><b>SPECIFIC DUTY NO. 2</b> In the course of carrying out specific duty No. 1, establishes and maintains relationships, as appropriate and directed, with non-CIA personnel.</p>	<p>RATING LETTER</p> <p>S</p>
<p><b>SPECIFIC DUTY NO. 3</b> Analyzes and synthesizes materials dealing with the growth and development of the Soviet intelligence and security services and with the counterintelligence operations directed by them against the non-Communist services.</p>	<p>RATING LETTER</p> <p>S</p>
<p><b>SPECIFIC DUTY NO. 4</b> Lectures and conducts briefings in OTR courses and in the training programs of other U.S. Government agencies. The main topics covered are the Soviet intelligence and security services, political developments in the USSR, and Communist subversion.</p>	<p>RATING LETTER</p> <p>S</p>
<p><b>SPECIFIC DUTY NO. 5</b></p>	<p>RATING LETTER</p>
<p><b>SPECIFIC DUTY NO. 6</b></p>	<p>RATING LETTER</p>
<p>15 MAR 1971</p>	
<p><b>OVERALL PERFORMANCE IN CURRENT POSITION</b></p>	
<p>Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p>	<p>RATING LETTER</p> <p>S</p>

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required by current position. Apply or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Wigren continued to maintain the high quality of performance noted in his preceding fitness report.

His analytic work is characterized chiefly by his ability to view a case in perspective. He brings extensive experience to bear upon current undertakings and thus looks at a given RIS operation or project not as a picture in a frame but rather as one part of the history of Soviet intelligence.

His work is further characterized by flexibility, thoroughness, and sound judgement. He has a knack for getting at facts; he does not jump to conclusions. He organizes material well and writes with lucidity.

Mr. Wigren is also genuinely interested in his field. He reads and studies publications about the USSR during off-duty hours. He is able to read Russian and uses this language skill in his work.

Although he does not need close supervision, he is very responsive to guidance. He is also a congenial person whose relationships with his colleagues are uniformly cordial. Although he has no present supervisory responsibilities, both his past record (continued)

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

4 December 1970

SIGNATURE OF EMPLOYEE

Lee H. Wigren

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

24

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

4 December 1970

OFFICIAL TITLE OF SUPERVISOR

Chief, CI/R&A

TYPED OR PRINTED NAME AND SIGNATURE

Donovan E. Pratt

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I concur with the high evaluation given Subject by his supervisor, Mr. Pratt. Mr. Wigren handles extremely sensitive operations in a competent, thoroughly professional manner. He relates well with his co-workers and is respected by them. I too believe he is performing his duties in an exceptionally proficient manner.

DATE

11 March 1971

OFFICIAL TITLE OF REVIEWING OFFICIAL

Deputy Chief, CI Staff

TYPED OR PRINTED NAME AND SIGNATURE

Raymond C. Rocca

SECRET

14-00000

Section C - Narrative Comments (continued)

and his present performance demonstrate the he is able to direct the work of others effectively. He has shown no deficiencies of any kind in respect to economy or security.

Reviewed by CR 100/271

**SECRET**

(When Filled In)

<b>FITNESS REPORT</b>			EMPLOYEE SERIAL NUMBER <b>006198</b>	
<b>SECTION A GENERAL</b>				
1. NAME (Last) (First) (Middle) <b>WIGREN, LEE H.</b>		2. DATE OF BIRTH (M) (D) (Y) <b>12/01/23 M</b>		3. GRADE <b>GS-13</b>
4. OFFICIAL POSITION TITLE <b>Ops Officer</b>		5. OFF/DIV/BR OF ASSIGNMENT <b>DDP/CI/REG</b>		6. CURRENT STATION <b>Washington, D.C.</b>
7. CHECK (X) TYPE OF APPOINTMENT		8. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
9. DATE REPORT DUE IN O.F. <b>January 1969</b>		10. REPORTING PERIOD (From - to) <b>14 July 1968 - 31 Dec 1969</b>		
<b>SECTION B PERFORMANCE EVALUATION</b>				
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>				
<b>SPECIFIC DUTIES</b>				
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).				
SPECIFIC DUTY NO. 1 Analyzes sensitive counterintelligence cases as directed by the C/CI/REGA. These analyses range from operations of primarily historical significance to current and pressing matters.				RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 2 Analyzes and synthesizes materials dealing with the growth and development of the Soviet intelligence and security services and with the counterintelligence operations directed by them against the non-Communist services.				RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 3 Conducts substantial reviews of summary reports on overt publications dealing with the past and present of Soviet intelligence. This assignment does not consist merely of editing				RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 4 Lectures and conducts briefings in OTR courses and in the training programs of other U.S. Government agencies. The main topics covered are the Soviet intelligence and security services, political developments in the USSR, and Communist subversion.				RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 5				RATING LETTER
SPECIFIC DUTY NO. 6				RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>				
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.				RATING LETTER <b>S</b>

## SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manager of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Wigren joined CI/R&A on 14 July 1968, so that this fitness report is his first in his present assignment. Consequently a significant part of his time has been used, during the period of this report, in familiarizing himself with his job and its potential. His performance, nonetheless, has been consistently strong.

He brings to his assignment an excellent background, both academically and in terms of Agency experience. He shows consistently sound judgment and equanimity, an ability to sort out facts and to reach decisions on a factual basis. He seeks and welcomes guidance but is also fully capable of acting independently within his limits of responsibility.

Mr. Wigren has an excellent potential in the area of research and analysis. He has no present supervisory responsibilities. He is consistently aware of the significance of the cost factor.

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

19 Aug 69

SIGNATURE OF EMPLOYEE

Lee H. Wigren

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

1 Year

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION:

DATE

31 AUG 1969

OFFICIAL TITLE OF SUPERVISOR

Chief, CI/R&amp;A

TYPED OR PRINTED NAME AND SIGNATURE

Donovan E. Pratt

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Highly competent, professional employee. Combines a capacity to do the research job and to articulate the results in a training setting, militantly. These are skills that are uncommon; they want recognition, and management. Tends to prefer settled, agreed-upon work load situation.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

Deputy Chief,  
Counter Intelligence Staff

TYPED OR PRINTED NAME AND SIGNATURE

Raymond G. Rocca

SECRET

### Section B - Specific Duty #3

these summaries, which are compiled by another element of CI/RGA; the principal purpose is to carry out analyses designed to ensure that the relevance of the material to a broad RGA program is made fully explicit.



**SECRET**  
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
<b>SECTION A</b>						006128	
<b>GENERAL</b>							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SO	
WIGREN, Lee H.			1 Dec 1923	M	GS-13	D	
6. OFFICIAL POSITION TITLE			7. DIV OR OF ASSIGNMENT		8. CURRENT STATION		
Instr Intel			CTR/SIC		Hqs.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR				
CAREER-PROVISIONAL (See Instructions - Section C)			REASSIGNMENT EMPLOYEE				
SPECIAL (Specify):			SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)				
31 January 1968			1 January 1967 - 31 December 1967				
<b>SECTION B</b>							
<b>PERFORMANCE EVALUATION</b>							
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
<b>SPECIFIC DUTIES</b>							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Instructs in Introduction to Communism, USSR Survey, and CP courses.						D A 2 S	
SPECIFIC DUTY NO. 2						RATING LETTER	
Supervises Introduction to Communism course.						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
Conducts covert tutorial training programs for foreign nationals.						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
Participates as guest in programs of other U.S. government agencies.						S	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
OT							
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
						S	

SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required in current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Number of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Wigren has continued to broaden and strengthen his contribution to SIC activities. For most of this reporting period he has assumed the responsibility for supervision of the Instruction in Communist Ideology -- a role which he has carried out with a high degree of success. He has a pleasant, approachable, inquiring mind -- and appears to have found in this instructional assignment a function for which his talents and personality are well suited.

In addition, his contact in SS Division, which he maintains closely, are a valuable asset to SIC.

Mr. Wigren was one of two instructors who were the subjects of a highly complimentary letter from the Director of the South African service to the DCI resulting from a training TDY in that country.

Subject -- in his supervisory capacity as chief instructor of Introduction to Communism is efficient and cost conscious in the use of personnel and equipment.

I strongly urge that his stated desire to transfer into a Training career status be given favorable consideration.

## SECTION D

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 15 January 1968	SIGNATURE OF EMPLOYEE <i>Wigren</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 12	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 15 January 1968	OFFICIAL TITLE OF SUPERVISOR Chief, SIC/CI	TY
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
Wigren has done very well during this reporting period. He makes a fine contribution to SIC. Increase in this rating.		
DATE 22 January 1968	OFFICIAL TITLE OF REVIEWING OFFICIAL Deputy Director of Training	TYPED OR PRINTED NAME AND SIGNATURE <i>Alfonso Rodriguez</i> Alfonso Rodriguez

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
<b>SECTION A</b>					<b>GENERAL</b>	
1. NAME (Last)                      (First)                      (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD
WIGREN,                      Lee                      H.		1 Dec 1923		M	GS-13	0
6. OFFICIAL POSITION TITLE Instr Intel				7. OFF/DIV/BR OF ASSIGNMENT OTR/SIC		
				Hqs.		
8. CHECK (X) TYPE OF APPOINTMENT				9. CHECK (X) TYPE OF REPORT		
XX CAREER      RESERVE      TEMPORARY				INITIAL      REASSIGNMENT SUPERVISOR		
CAREER-PROVISIONAL (See Instructions - Section C)				ANNUAL      REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):				SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 January 1967				12. REPORTING PERIOD (From - To) 1 January 1966 - 31 December 1966		
<b>SECTION B</b>						
<b>PERFORMANCE EVALUATION</b>						
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
<b>SPECIFIC DUTIES</b>						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						RATING LETTER
SPECIFIC DUTY NO. 1 Instructs in <u>Introduction to Communism</u> , <u>USSR Survey</u> , and <u>CT</u> courses.						S
SPECIFIC DUTY NO. 2 Conducts covert tutorial training programs for foreign nationals.						S
SPECIFIC DUTY NO. 3 Participates as guest in programs of other U.S. government agencies.						S
SPECIFIC DUTY NO. 4						RATING LETTER
SPECIFIC DUTY NO. 5						RATING LETTER
SPECIFIC DUTY NO. 6						RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER
10 FEB 1967						S

**SECRET**  
(When Filled In)

**SECTION C****NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B on basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

OFFICE  
9 08 AM '67

Mr. Wigren has made a significant contribution to the program during this reporting period -- his first complete one with this staff. I believe that my comment of last January that he "has excellent potential for further development as a Senior Instructor" has been validated. He has greatly broadened his scope, has participated actively in external programs, and, although he has not been assigned any to date, is ready to assume course supervisory responsibility. I strongly recommend this his request for an extension of his tour in OTR be accepted.

**SECTION D****CERTIFICATION AND COMMENTS**

1.

**BY EMPLOYEE****I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT**

DATE

24 January 1967

SIGNATURE OF EMPLOYEE

*Wigren*

2.

**BY SUPERVISOR**

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

12

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

23 January 1967

OFFICIAL TITLE OF SUPERVISOR

Chief, SIC/OTR

**BY REVIEWING OFFICIAL**

3.

**COMMENTS OF REVIEWING OFFICIAL**

No appropriate reviewing official.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

**SECRET**

**SECRET**  
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						006198	
<b>SECTION A - GENERAL</b>							
1. NAME (Last) (First) (Middle) <b>WIGREN, Lee H.</b>			2. DATE OF BIRTH <b>1 Dec 1923</b>	3. SEX <b>M</b>	4. GRADE <b>GS-13</b>	5. SD <b>D</b>	
6. OFFICIAL POSITION TITLE <b>Instr Intel</b>			7. OFF/DIV OR OF ASSIGNMENT <b>OTR/SIC</b>		8. CURRENT STATION <b>Hqs.</b>		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) (SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> SPECIAL (Specify): <input type="checkbox"/> REASSIGNMENT EMPLOYEE				
11. DATE REPORT DUE IN O.P. <b>31 January 1967</b>			12. REPORTING PERIOD (From - to) <b>1 January 1966 - 31 December 1966</b>				
<b>SECTION B - PERFORMANCE EVALUATION</b>							
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
<b>SPECIFIC DUTIES</b>							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 <b>Instructs in Introduction to Communism, USSR Survey, and CT courses.</b>						RATING LETTER <b>S</b>	
SPECIFIC DUTY NO. 2 <b>Conducts covert tutorial training programs for foreign nationals.</b>						RATING LETTER <b>S</b>	
SPECIFIC DUTY NO. 3 <b>Participates as guest in programs of other U.S. government agencies.</b>						RATING LETTER <b>S</b>	
SPECIFIC DUTY NO. 4						RATING LETTER	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER <b>S</b>	

## SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Wigren has made a significant contribution to SIC's program during this reporting period -- his first complete one with this staff. I believe that my comment of last January that he "has excellent potential for further development as a senior instructor" has been validated. He has greatly broadened his scope, has participated actively in external programs, and, although he has not been assigned any to date, is ready to assume course supervisory responsibility. I strongly recommend this his request for an extension of his tour in OTR be accepted.

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

24 January 1967

SIGNATURE OF EMPLOYEE

*Lee H. Wigren*

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

12

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

23 January 1967

OFFICIAL TITLE OF SUPERVISOR

Chief, SIC/OTR

TYPED OR PRINTED NAME

RE

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

No appropriate reviewing official.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						006198	
<b>SECTION A GENERAL</b>							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
WIGREN, Lee H.			1 Dec 1923	M	GS-13	D	
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
Instr Intell			OTR/SIC		Hqs.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)				
31 January 1965			3 May 1965 - 31 December 1965				
<b>SECTION B PERFORMANCE EVALUATION</b>							
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
<b>SPECIFIC DUTIES</b>							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Instructs in Introduction to Communism, USSR Basic Country Survey, and CI courses.						8	
SPECIFIC DUTY NO. 2						RATING LETTER	
Conducts covert tutorial training programs.						8	
SPECIFIC DUTY NO. 3						RATING LETTER	
SPECIFIC DUTY NO. 4						RATING LETTER	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
27 JAN 1965						8	

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

OFFICIAL OF PERSONNEL

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties, if applicable.

Mr. Wigren has been a member of SIC staff for eight months. He brought to us a knowledge in depth of the Soviet intelligence services and Soviet methods of clandestine activities which have been a distinct asset, and which have provided most useful judgments and insights.

Mr. Wigren appears to have a sound, disciplined, scholarly attitude toward substantive problems, and a searching, imaginative approach to pedagogical problems. He has developed as a team member easily and effectively, and has been willing to take on increasing responsibility. I feel that Mr. Wigren has excellent potential for further development as a senior instructor.

Mr. Wigren has not--at this time--been assigned any supervisory responsibilities.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

14 January 65

SIGNATURE OF EMPLOYEE

*Robert L. Wigren*

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

8

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

14 January 1966

OFFICIAL TITLE OF SUPERVISOR

Chief, SIC/OTR

TI

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

No appropriate reviewing official.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

SECRET



SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD	
WIGREN, Lee H.		12-1-23		M	GS-13	D	
6. OFFICIAL POSITION TITLE		7. OFF NUMBER OF ASSIGNMENT		8. CURRENT STATION			
Ops Officer		DDP/SR/CI		Hqs			
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):				<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 January 1964				1 January 1963 to 31 December 1963			
SECTION B PERFORMANCE EVALUATION							
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Supervises and directs the work of a Branch of 8 people, and coordinates and guides the research work of other Branches of this Group.						P	
SPECIFIC DUTY NO. 2						RATING LETTER	
Plans the research program of SR/CI						P	
SPECIFIC DUTY NO. 3						RATING LETTER	
Gives lectures and briefings to Agency and foreign officials.						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
Manages personnel.						P	
SPECIFIC DUTY NO. 5						RATING LETTER	
Edits the research production of SR/CI						S	
SPECIFIC DUTY NO. 6						RATING LETTER	
Personally prepared a long and complicated report on a highly important matter under pressure of supervision and extremely tight deadlines.						S	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
30 JAN 1964						P	

## SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS OFFICE OF PERSONNEL

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Mr. Wigren is a conscientious and capable research officer with a good grasp of his material and is able to present it effectively to audiences of widely varied sophistication. Since his last report, the basic orientation of SR/CI has changed, and is now directed almost wholly to the creation and exploitation of operations. The organization thus needs more urgently than ever the digested operational experience which it is Mr. Wigren's job to produce. This has made it necessary to apply strict priorities based on operational need and relevancy, which has been difficult for Mr. Wigren, who has no direct operational experience. He has not been able to get the most out of his people, nor give them the sort of close and consistent guidance which some of them require in the face of changing or sudden requirements. He has a tendency to be over-concerned with organizational and bureaucratic exercise to the expense of substantive production. Nonetheless, his real qualities came to the fore recently when he produced well and used his staff effectively on an important and complicated project. He is a distinct asset in his responsible and demanding job.

Mr. Wigren performs his duties with maximum economy.

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

22 January 1964

SIGNATURE OF EMPLOYEE

Lee H. Wigren

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

14

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

22 Jan. 1964

OFFICIAL TITLE OF SUPERVISOR

Chief, SR/CI

TYPED OR PRINTED NAME AND SIGNATURE

Tennent H. Bagley

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Concur.

DATE

27 January 1964

OFFICIAL TITLE OF REVIEWING OFFICIAL

Chief, SR Division

TYPED OR PRINTED NAME AND SIGNATURE

David L. Murphy

SECRET

**SECRET**  
(When Filled In)

## FITNESS REPORT

EMPLOYEE SERIAL NUMBER **006198**

### SECTION A

<b>GENERAL</b>				
1. NAME (Last) <b>WIGREN</b> (First) <b>LEE</b> (Middle) <b>H.</b>		2. DATE OF BIRTH <b>12-1-23</b>	3. SEX <b>M</b>	4. GRADE <b>GS-13</b>
5. OFFICIAL POSITION TITLE <b>Ops Officer</b>		7. OFF/DIV/BR OF ASSIGNMENT <b>DDP/SR/COPS/CI</b>	8. CURRENT STATION <b>Hqs.</b>	
9. CHECK (X) TYPE OF APPOINTMENT				
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY		
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				
10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> INITIAL		<input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT EMPLOYEE		
11. DATE REPORT DUE IN O.P. <b>31 January 1963</b>				
12. REPORTING PERIOD (From- to-) <b>September 1961 - 31 December 1962</b>				

### SECTION B

#### PERFORMANCE EVALUATION

- W - Weak** Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
- A - Adequate** Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.
- P - Proficient** Performance is more than satisfactory. Desired results are being produced in a proficient manner.
- S - Strong** Performance is characterized by exceptional proficiency.
- O - Outstanding** Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

#### SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1

Supervises and reviews work of a section including 11 research analysts and three clerks.

RATING LETTER

**S**

SPECIFIC DUTY NO. 2

Plans and implements divisional research program on Soviet intelligence.

RATING LETTER

**P+**

SPECIFIC DUTY NO. 3

Directs dissemination of CI studies and reports on RIS to appropriate U.S. and foreign consumers.

RATING LETTER

**S**

SPECIFIC DUTY NO. 4

Gives lectures and briefings to Agency and foreign officials as required.

RATING LETTER

**S**

SPECIFIC DUTY NO. 5

Effects coordination with CI Staff, OS, OTR and others on CI research matters.

RATING LETTER

**S**

SPECIFIC DUTY NO. 6

Establishes divisional criteria for records and methods of information processing required for CI research.

RATING LETTER

**S**

#### OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER

**S+**

25 JAN 1963

## SECRET

(When Filled In)

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

SEE ATTACHED SHEET

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

14 January 1965

SIGNATURE OF EMPLOYEE

*Lee H. Wilson*

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

4 1/2

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

OFFICIAL TITLE OF SUPERVISOR

C/SR/CI

TYPED OR PRINTED NAME AND SIGNATURE

Edward W. Knowles

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

DATE

16 JAN  
1965

OFFICIAL TITLE OF REVIEWING OFFICIAL

SR/COP

TYPED OR PRINTED NAME AND SIGNATURE

Edward D. Goloway

SECRET

SECRET

NARRATIVE COMMENTS

Mr. Wigren is extremely proficient in handling his section from both the personnel and managerial standpoints. In addition, he is an expert on Soviet Intelligence in his own right and lectures on the topic to officials of this and other governments. He is particularly capable at training new researchers.

In reviewing his file today, I note that the Reviewing Official for his fitness report of a year ago noted his opinion that my ratings of Mr. Wigren at that time were too high. That opinion was not discussed with me or with Mr. Wigren. Perhaps the ratings were indeed too high, but I must say that considering the Fitness Report form and criteria in use at that time and his performance in relation to that of other officers in this branch and outside it, I would give him the same ratings today for that period.

The ratings in this current report will appear slightly lower than those of the last report. This is not entirely due to the different report form. Mr. Wigren's problems increased in both intensity and complexity during this period, and I do not feel that he met the increased burden with as much of an increase in performance as was necessary. This should not at all detract from my rating of his overall performance, which is still exceptional and only slightly less than outstanding.

*[Signature]*

SECRET

**SECRET**  
(When Filled In)

## FITNESS REPORT

EMPLOYEE SERIAL NUMBER

106190

### SECTION A

#### GENERAL

1. NAME (Last) <b>WICKEN</b> (First) <b>Lee</b> (Middle) <b>H.</b>	2. DATE OF BIRTH <b>12-1-23</b>	3. SEX <b>M</b>	4. GRADE <b>GS-12</b>
5. SERVICE DESIGNATION <b>D</b>	6. OFFICIAL POSITION TITLE <b>Ops Officer</b>	7. OFF/DIV/BR OF ASSIGNMENT <b>DDI/SR/CI</b>	
8. CAREER STAFF STATUS <input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DEFERRED <input type="checkbox"/> DENIED		9. TYPE OF REPORT <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P. <b>1 Jan. '61 - Sept. '61</b>		11. REPORTING PERIOD From <b>1 Jan. '61</b> To <b>Sept. '61</b>	

### SECTION B

#### EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior	7 - Outstanding
SPECIFIC DUTY NO. 1 Supervises & reviews work of Section including 9 research analysts and 4 clerks. <i>DAL</i>			RATING NO. <b>7</b>	SPECIFIC DUTY NO. 4 Gives lectures and briefings to Agency and foreign officials as required.		
SPECIFIC DUTY NO. 2 Plans and implements divisional research program on Soviet Intelligence. <i>DDI</i>			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 5 Effects coordination with CI Staff, CG, OIR and others on CI research matters.		
SPECIFIC DUTY NO. 3 Directs dissemination of CI studies and reports on RIS to appropriate U.S. and foreign consumers. <i>DDI</i>			RATING NO. <b>7</b>	SPECIFIC DUTY NO. 6 Establishes divisional criteria for records and methods of information processing required for CI research.		

### SECTION C

#### EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

- 1 - Performance in many important respects fails to meet requirements.
- 2 - Performance meets most requirements but is deficient in one or more important respects.
- 3 - Performance clearly meets basic requirements.
- 4 - Performance clearly exceeds basic requirements.
- 5 - Performance in every important respect is superior.
- 6 - Performance in every respect is outstanding.

RATING NO.

**5**

### SECTION D

#### DESCRIPTION OF THE EMPLOYEE

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

CHARACTERISTICS	1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree
GETS THINGS DONE					<input checked="" type="checkbox"/>
RESOURCEFUL					<input checked="" type="checkbox"/>
ACCEPTS RESPONSIBILITIES					<input checked="" type="checkbox"/>
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					<input checked="" type="checkbox"/>
DOES HIS JOB WITHOUT STRONG SUPPORT					<input checked="" type="checkbox"/>
FACILITATES SMOOTH OPERATION OF HIS OFFICE					<input checked="" type="checkbox"/>
WRITES EFFECTIVELY					<input checked="" type="checkbox"/>
SECURITY CONSCIOUS					<input checked="" type="checkbox"/>
THINKS CLEARLY					<input checked="" type="checkbox"/>
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					<input checked="" type="checkbox"/>
OTHER (Specify):					<input checked="" type="checkbox"/>

SEE SECTION "E" ON REVERSE SIDE

## SECRET

(When Filled In)

## SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

Mr. Wigren's performance during the past year has been outstanding in every important respect. Despite great pressure and frequently difficult assignments he has directed his section in a calm and mature manner which has enabled it to meet deadlines on R&D research despite the relative inexperience of its personnel. His potential for development is excellent and the responsibilities of his section are being expanded to enable it to produce even more of its high-quality product.

## SECTION F CERTIFICATION AND COMMENTS

## 1. BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

13 September

SIGNATURE OF EMPLOYEE

H. Wigren

## 2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

13 September 1961

OFFICIAL TITLE OF SUPERVISOR

C/22/CI

TYPED OR PRINTED NAME AND SIGNATURE

Edward W. Knowles

## 3. BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

X I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

## COMMENTS OF REVIEWING OFFICIAL

While I quite agree that Mr. Wigren has done a very fine job, I consider that the ratings in Section E are overly generous. I base this on the fact that I know of no other highly competent officer who has received 7 ratings on two-thirds of his specific duties, and I do not believe that Wigren's performance is better than any other officer's I know. There is no question in my mind that Wigren's performance in this job has been superior to any previous incumbent.

DATE

14 Sept 1961

OFFICIAL TITLE OF SUPERVISOR

QUENTIN C. JOHNSON, SR/COP

TYPED OR PRINTED NAME AND SIGNATURE

Q. C. Johnson

SECRET

**SECRET**  
(When Filled In)

**FITNESS REPORT**

EMPLOYEE SERIAL NUMBER

106198

**SECTION A**

**GENERAL**

1. NAME (Last) <b>WIGMORE</b> (First) <b>Lee</b> (Middle) <b>H.</b>			2. DATE OF BIRTH <b>12-1-23</b>		3. SEX <b>M</b>	4. GRADE <b>GS-12</b>
5. SERVICE DESIGNATION <b>D</b>		6. OFFICIAL POSITION TITLE <b>Ops Officer</b>			7. OFF/DIV/BR OF ASSIGNMENT <b>DDP/SR/CS</b>	
8. CAREER STAFF STATUS				9. TYPE OF REPORT		
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED				<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE		
10. DATE REPORT DUE IN O.P. <b>31 Jan 61</b>		11. REPORTING PERIOD From <b>1 Jan 60</b> - 31 Dec 60 To				
12. SPECIAL (Specify)						

**SECTION B**

**EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES**

List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).

1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior	7 - Outstanding
SPECIFIC DUTY NO. 1 <b>Supervises &amp; reviews work of Section including 8 research analysts and 2 clerks.</b>			RATING NO. <b>5+</b>	SPECIFIC DUTY NO. 4 <b>Gives lectures and briefings to Agency and foreign officials as required.</b>		
SPECIFIC DUTY NO. 2 <b>Plans and implements divisional research program on Soviet Intelligence.</b>			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 5 <b>Effects coordination with CI Staff, OS, OIR and others on CI research matters.</b>		
SPECIFIC DUTY NO. 3 <b>Directs dissemination of CI studies and reports on RIS to appropriate U.S. and foreign consumers.</b>			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 6 <b>Establishes divisional criteria for records and methods of information processing required for CI research.</b>		
				RATING NO. <b>5+</b>		

**SECTION C**

**EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION**

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

- 1 - Performance in many important respects fails to meet requirements.
- 2 - Performance meets most requirements but is deficient in one or more important respects.
- 3 - Performance clearly meets basic requirements.
- 4 - Performance clearly exceeds basic requirements.
- 5 - Performance in every important respect is superior.
- 6 - Performance in every respect is outstanding.

RATING NO.  
**5**

**SECTION D**

**DESCRIPTION OF THE EMPLOYEE**

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree
CHARACTERISTICS				
GETS THINGS DONE				
				X
RESOURCEFUL				
				X
ACCEPTS RESPONSIBILITIES				
				X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES				
				X
DOES HIS JOB WITHOUT STRONG SUPPORT				
				X
FACILITATES SMOOTH OPERATION OF HIS OFFICE				
				X
WRITES EFFECTIVELY				
				X
SECURITY CONSCIOUS				
				X
THINKS CLEARLY				
				X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS				
				X
OTHER (Specify):				

SEE SECTION "E" ON REVERSE SIDE



## SECRET

(When Filled In)

## SECTION E

## NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

As Chief of SR's Research Section on Soviet Intelligence, Mr. Wigren's performance has continued to be superior in the same manner as described in Section E of last year's report. In addition to this he has worked closely with OIR on the revamping of the CI Operations Course. He has been particularly effective in organizing and leading briefings on the RIS given to chiefs and operations officers of foreign intelligence services during their visits to Washington, and in leading a seminar designed to assist SR personnel in handling liaison briefings. His success in carrying out a planned approach to SR's CI research problems, using personnel who have relatively little substantive experience, has been especially gratifying.

## SECTION F

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

24 February 61

SIGNATURE OF EMPLOYEE

*L. H. Wigren*

2.

BY SUPERVISOR

WHY THIS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION.

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (SPECIFY):

DATE

24 February 1961

OFFICIAL TITLE OF SUPERVISOR

C/SR/RISB

TYPED OR PRINTED NAME AND SIGNATURE

*Edward W. Knowles*  
Edward W. Knowles

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

SECRET

**SECRET**  
(When Filled In)

<b>FITNESS REPORT</b>				EMPLOYEE SERIAL NUMBER				
<b>SECTION A GENERAL</b>				106198				
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE			
WIGREN Leo		12-01-23		M	GS-12			
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT				
D		Ops Officer		DDF/SR/CE				
8. CAREER STAFF STATUS			9. TYPE OF REPORT					
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR					
<input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE					
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)				
25 Jan 1960		From 7 May 59-31 Dec 59 To						
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>								
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).								
1 - Unsatisfactory    2 - Barely adequate    3 - Acceptable    4 - Competent    5 - Excellent    6 - Superior    7 - Outstanding								
SPECIFIC DUTY NO. 1 Supervises & reviews work of Section including 8 research analysts and 2 clerks.		RATING NO. 5+	SPECIFIC DUTY NO. 4 Gives lectures and briefings to Agency and foreign officials as required.		RATING NO. 5			
SPECIFIC DUTY NO. 2 Plans and implements divisional research program on Soviet Intelligence.		RATING NO. 6	SPECIFIC DUTY NO. 5 Effects coordination with CI Staff, OS and others on CI research matters.		RATING NO. 6			
SPECIFIC DUTY NO. 3 Directs dissemination of CI studies and reports on RIS to appropriate U. S. and foreign consumers.		RATING NO. 6	SPECIFIC DUTY NO. 6 Establishes divisional criteria for records and methods of information processing required for CI research.		RATING NO. 5+			
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>								
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.								
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. 5			
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>								
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee								
1 - Least possible degree    2 - Limited degree    3 - Normal degree    4 - Above average degree    5 - Outstanding degree								
CHARACTERISTICS		NOT APPL. CABLE	NOT OS. SERVED	RATING				
				1	2	3	4	5
GETS THINGS DONE								X
RESOURCEFUL							X	
ACCEPTS RESPONSIBILITIES								X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES								X
DOES HIS JOB WITHOUT STRONG SUPPORT								X
FACILITATES SMOOTH OPERATION OF HIS OFFICE								X
WRITES EFFECTIVELY								X
SECURITY CONSCIOUS								X
THINKS CLEARLY								X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS								X
OTHER (Specify):								
SEE SECTION "E" ON REVERSE SIDE								

SECRET

(When Filled In)

## SECTION E

## NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

Mr. Wigren has excellent substantive background on the Soviet Union and, except for a two year period on a WE operations desk, has devoted his entire 9 years in the Agency to research on Soviet Intelligence in one way or another. His performance for the past year in a job formerly held by GS-14's and 15's can only be described as superior. He has not only assumed responsibilities greater than those of the previous incumbents; he has carried these out with a minimum of support and in a calm, mature manner which has earned respect on all sides. Although his analysts have often been relatively inexperienced, he has geared their assignments to their capabilities and subjects designed to increase their competence. His most important contribution during this period has been in the formation of an organized plan of research in response to Agency and external requirements, and the establishment of improved records and procedures to carry out this program.

Although Mr. Wigren would prefer eventual assignment to the field as an operational officer, it seems to me his greatest potential lies in the kind of research and support of operations he is presently performing. I would therefore recommend that future training be oriented along these lines rather than strictly operational lines, and that planning for his eventual field assignment should emphasize his knowledge of Soviet Intelligence and his ability to deal with other specialists in a "liaison" relation.

## SECTION F

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE 22 March 60	SIGNATURE OF EMPLOYEE Lee H. Wigren	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE 21 March 1960	OFFICIAL TITLE OF SUPERVISOR SR/COP/CE	TYPED OR PRINTED NAME AND SIGNATURE Edward W. Knowles
3. BY REVIEWING OFFICIAL		
I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
X I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL Although I am not sufficiently familiar with the details of Mr. Wigren's work, I am not aware of anything which would contradict the rating and am inclined to agree with the rating.		
DATE 26 March 60	OFFICIAL TITLE OF REVIEWING OFFICIAL SR/COP	TYPED OR PRINTED NAME AND SIGNATURE Quentin Johnson

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER				
				106198				
<b>SECTION A GENERAL</b>								
1. NAME (Last) (First) (Middle) <b>WIGREN, Lee H.</b>		2. DATE OF BIRTH <b>1 December 1923</b>		3. SEX <b>M</b>	4. GRADE <b>GS-12</b>			
5. SERVICE DESIGNATION <b>DI</b>		6. OFFICIAL POSITION TITLE <b>I. O. (FI)</b>		7. OFF/DIV/BR OF ASSIGNMENT <b>FI Div D</b>				
8. CAREER STAFF STATUS			9. TYPE OF REPORT					
<input type="checkbox"/> NOT ELIGIBLE <input type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE					
10. DATE REPORT DUE IN O.P. <b>31 January 1959</b>		11. REPORTING PERIOD <b>7 Mar 58 - 31 Dec 58</b>						
12. SPECIAL (Specify)								
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>								
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).								
1 - Unsatisfactory    2 - Barely adequate    3 - Acceptable    4 - Competent    5 - Excellent    6 - Superior    7 - Outstanding								
SPECIFIC DUTY NO. 1 <b>Supervises 4 people - 3 professional (GS-7 through 9) conducting research and 1 clerical (GS-4)</b>		RATING NO. <b>5</b>		SPECIFIC DUTY NO. 4 <b>Assists in developing new programs</b>				
SPECIFIC DUTY NO. 2 <b>Writes reports</b>		RATING NO. <b>6</b>		SPECIFIC DUTY NO. 5 <b>Coordinates with other offices</b>				
SPECIFIC DUTY NO. 3 <b>Conducts research</b>		RATING NO. <b>6</b>		SPECIFIC DUTY NO. 6 <b>Conducts external liaison</b>				
				RATING NO. <b>5</b>				
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>								
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.								
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. <div style="border: 1px solid black; padding: 5px; width: 30px; margin: 0 auto;">5</div>			
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>								
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee								
1 - Least possible degree    2 - Limited degree    3 - Normal degree    4 - Above average degree    5 - Outstanding degree								
CHARACTERISTICS		NOT APPLI- CABLE	NOT OB- SERVED	RATING				
				1	2	3	4	5
GETS THINGS DONE								X
RESOURCEFUL							X	
ACCEPTS RESPONSIBILITIES								X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES							X	
DOES HIS JOB WITHOUT STRONG SUPPORT								X
FACILITATES SMOOTH OPERATION OF HIS OFFICE							X	
WRITES EFFECTIVELY								X
SECURITY CONSCIOUS							X	
THINKS CLEARLY							X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS							X	
OTHER (Specify):								
SEE SECTION "E" ON REVERSE SIDE								

SECRET

(When Filled In)

## SECTION E

## NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

Mr. WIGREN has shown intelligence, initiative and originality in his approach to various assignments. He has calmly accepted heavy working pressures and has efficiently carried out research and administrative matters requiring the careful disposition of manpower and time. He has willingly accepted responsibility and made decisions on his own when the need arose.

It is recommended that Mr. WIGREN take a course on the Communist Party and one on management.

During the sixteen months that he has been under my supervision Mr. WIGREN has capably carried out assignments of a progressively more difficult nature. And he appears to have the potential to assume greater responsibilities.

## SECTION F

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

16 January 1959

SIGNATURE OF EMPLOYEE

*Lee H. Wigren*

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

16 months

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

16 January 1959

OFFICIAL TITLE OF SUPERVISOR

Chief, SAS, FI/D

TYPED OR PRINTED NAME AND SURE

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I COULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE

19 January 1959

OFFICIAL TITLE OF REVIEWING OFFICIAL

ADC/FI/Division D

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any portion. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item A. of Section "A" below.

## SECTION A.

## GENERAL

1. NAME (Last) (First) (Middle) <b>WIGGEN, Lee</b>	2. DATE OF BIRTH <b>1 Dec 1923</b>	3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>DI</b>
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>FI Div D Intel Support Br</b>		6. OFFICIAL POSITION TITLE <b>Biographic Officer</b>	
7. GRADE <b>GS-11</b>	8. DATE REPORT DUE IN OP <b>19 Mar 58</b>	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>23 September 57 - 19 March 1958</b>	
10. TYPE OF REPORT (Check one)	11. SPECIAL (Specify)		
<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT - SUPERVISOR		
<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT - EMPLOYEE		

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY.

## A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "1" IN CI OR D, A WARNING LETTER HAS SENT TO HIM A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL AND'S HAS EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

B. THIS DATE  
**14 February 1958**

C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR  
**Chief, Spec. Act. Br., FI/D**

D. SUPERVISOR'S OFFICIAL TITLE  
**Chief, Spec. Act. Br., FI/D**

2. FOR THE REVIEWING OFFICIAL: DATE OF REVIEW WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

Posted For Control **17**

DATE

11 MAR 1958

Reviewed by **100**

CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE  
**14 February 1958**

B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL  
**Chief, FI/D**

C. OFFICIAL TITLE OF REVIEWING OFFICIAL  
**Chief, FI/D**

## SECTION C.

## JOB PERFORMANCE EVALUATION

## 1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- 5
1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
  2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
  3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
  4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
  5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
  6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

Performance

(4)

# **SECRET** (When Filled In)

## **7. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES**

### **DIRECTIONS:**

- State in the spaces below up to six of the more important SPECIFIC duties performed during the period. Place the most important first. Do not include minor or unimportant duties.
  - Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
  - For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
  - Compare in your mind, when possible, the individual being rated with others performing at a similar level of responsibility.
  - For individuals with the same job title may be performing different duties. If so, rate them on different duties.
  - Be specific. Examples of the kind of duties that might be rated are:
 

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
8. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, the case of a radio operator.

OFFICE CLERK WIGREN

APR 7 2 16 PM '58

MAIL ROOM

- |                                 |   |  |
|---------------------------------|---|--|
| DESCRIPTIVE<br>RATING<br>NUMBER | 1 - INCOMPLETE IN THE PERFORMANCE OF THIS DUTY<br>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY<br>3 - PERFORMS THIS DUTY ACCEPTABLY<br>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER<br>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS<br>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY |
|---------------------------------|---|--|

SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Writing specialized reports	5		
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER
Evaluating significance of data	5		
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER
Has and uses area knowledge	5		

### **3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

**DIRECTIONS:** Stress strengths and weaknesses, particularly those which affect development on present job.

Mr. Wigren is intelligent, competent and diligent.

## **SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION**

**DIRECTIONS:** Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

- DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
- OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
- A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
- OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

5  
RATING  
NUMBER

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? ☐ YES ☒ NO. IF YES, EXPLAIN FULLY:

**SECRET**

SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any portion. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REVIEW on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "B" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle) <b>WIGREN, Lee</b>	2. DATE OF BIRTH <b>1 Dec 1923</b>	3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>DI</b>
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>FI Div D Intel Support Br</b>		6. OFFICIAL POSITION TITLE <b>Biographic Officer</b>	
7. GRADE <b>GS-11</b>	8. DATE REPORT DUE IN OF <b>19 Mar 58</b>	9. PERIOD COVERED BY THIS REPORT (Include dates) <b>23 September 57 - 19 March 1958</b>	
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL		11. REASSIGNMENT SUPERVISOR (Specify) <b>REASSIGNMENT SUPERVISOR</b>	

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE <b>14 Feb. 1958</b>	B. SUPERVISOR'S OFFICIAL TITLE <b>Chief, Spec. Ac. Br., FI/D</b>	
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE <b>14 Feb. 1958</b>	B. TYPE OF REVIEWING OFFICIAL <b>CHIEF, FI/D</b>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>Chief, FI/D</b>

SECTION G. ESTIMATE OF POTENTIAL	
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.	
RATING NUMBER <b>1</b>	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL	
DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion as to the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.	
DESCRIPTIVE RATING NUMBER	DESCRIPTIVE SITUATION
0	HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1	BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2	BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3	BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
	3	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	0	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
	0	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
	3	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
	3	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		Other (Specify)



SECRET

(When Filled In)

267  
OFFICE OF PERSONNEL

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

4. COMMENTS CONCERNING POTENTIAL

Mr. Wigren has a flair for research which should enable him to assume more research responsibilities in work of a research nature.

MAR 2 2 16 PM '58

MAIL ROOM

# SECTION M.

## FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

It is planned to give Mr. Wigren an opportunity to assume more research responsibilities.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

# SECTION I.

## DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- A - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	4	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSING WITH ASSOCIATES
4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
4	7. CAN GET ALONG WITH PEOPLE	4	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VERSATILE
4	8. HAS MEMORY FOR FACTS	4	18. IS OBSERVANT	5	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 29.179. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

## SECTION A.

## GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
Wiggen, Don H.	1 December 1943	M	DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE		
DDP/WE/Scandinavian Branch	Area Ops Officer		
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-11	25 October 1957	15 March 1957 - 23 September 1957	
10. TYPE OF REPORT (Check one)	11. SPECIAL (Specify)		
INITIAL ANNUAL <input checked="" type="checkbox"/> PERMANENT SUPERVISOR <input type="checkbox"/> PERMANENT EMPLOYEE <input type="checkbox"/>			

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☐ HAS ☒ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

He is no longer in WE-1

A. CHECK (X) APPROPRIATE STATEMENT:

<input checked="" type="checkbox"/>	THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "E" IN C1 OR D, A WARNING LETTER HAS BEEN SENT TO HIM AS COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/>	THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNEW HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/>	I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

B. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	D. SUPERVISOR'S OFFICIAL TITLE
25 October 1957	<i>Don H. Wiggen</i>	AC/WE-1/Sweden

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY	DATE
Posted For Control <i>DP</i>	11/6/57
Reviewed by <i>ED</i>	NOV 21 1957

☐ CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
25 October 1957	<i>Edward Ryan</i>	C/WE-1

## SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

3	1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY, OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

Performance

(4)

SECRET

(FORM 1-1-57)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

- State in the spaces below up to six of the more important SPECIFIC duties performed during rating period. Place the most important first. Do not include minor or unimportant duties.
- Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
- For supervisors, ability to supervise will always be rated as a specific duty; do not rate as supervisors those who supervise a secretary only.
- Compare in your mind, when possible, the individual being rated with others performing same duty at a similar level of responsibility.
- Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOM INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	INTERVIEWING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
PIPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONTROLLING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

R. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

- |   |  |
|---|--|
| 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY                                     | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS |
| 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY                                 | 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY   |
| 3 - PERFORMS THIS DUTY ACCEPTABLY   |  |
| 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER  |  |
| 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB |  |

SPECIFIC DUTY NO. 1 Is a Headquarters case officer	RATING NUMBER 3	SPECIFIC DUTY NO. 4	RATING NUMBER
SPECIFIC DUTY NO. 2 Prepares correspondence and reports	RATING NUMBER 4	SPECIFIC DUTY NO. 5	RATING NUMBER
SPECIFIC DUTY NO. 3 Coordinates with other offices	RATING NUMBER 3	SPECIFIC DUTY NO. 6	RATING NUMBER

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job. This officer is intelligent and possesses good judgement. He is neat and methodical in his work. Within the area of his explicit duties he is a willing worker who takes and executes orders faithfully. At this desk, the weaker aspect of his performance was in matters of initiative, drive and imagination. Though this impression may be heightened by Mr. Wigren's naturally quiet, unobtrusive manner, the final assessment must be that he is not inclined to go beyond carrying out assignments given to him.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

- DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
- OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
- A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
- OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? ☒ YES ☐ NO, IF YES, EXPLAIN FULLY:

In view of his relative strengths and weaknesses, Mr. Wigren would seem better fitted for work requiring studious and methodical application to one or a few activities or projects, rather than as an across-the-board operations case officer, either at Headquarters or in the field.

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 5 of Section "E" below.

## SECTION E.

## GENERAL

1. NAME (Last) (First) (Middle) Wigren, Iac H.		2. DATE OF BIRTH 1 December 1923	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/WE/		6. OFFICIAL POSITION TITLE Area Ops Officer		
7. GRADE GS-11	8. DATE REPORT DUE IN OF ASAP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 19 March 1957 - 23 September 1957		
10. TYPE OF REPORT (Check one)	INITIAL <input type="checkbox"/>	ANNUAL <input type="checkbox"/>	REASSIGNMENT-SUPERVISOR <input checked="" type="checkbox"/>	SPECIAL (Specify) <input type="checkbox"/>

## SECTION F.

## CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE 25 Oct. 1957	B. SIGNED AND OFFICIAL TITLE OF RATER <i>Edward Ryan</i> Edward Ryan	C. SUPERVISOR'S OFFICIAL TITLE AC/WE-1
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE 25 Oct. 1957	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <i>Edward Ryan</i> Edward Ryan	C. OFFICIAL TITLE OF REVIEWING OFFICIAL C/WE-1

## SECTION G.

## ESTIMATE OF POTENTIAL

## 1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his kind and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER 3	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

## 2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☐ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	
	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	
	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	
3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION		
ACTUAL	POTENTIAL	
	2	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	1	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
	2	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
	1	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
	0	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
OTHER (Specify) In absence of actual experience of individual in supervisory job, ratings are very arbitrary		

SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

S. M. OFFICE OF PERSONNEL

4. COMMENTS CONCERNING POTENTIAL

At the time of Mr. Wigren's last fitness report, the supervisor and reviewing official discussed with him his particular weaknesses and strengths. It was noted that his advancement, particularly his overseas assignment, would depend upon his showing greater initiative and interest as a case officer. It should be recorded that Mr. Wigren took this to heart and consciously strove to improve his performance to the time he left this office. The results were not such, however, as to seem to qualify Mr. Wigren for overseas service. By ~~FUTURE PLANS~~ mutual agreement, therefore, he

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL  
Section H. FUTURE PLANS  
transferred to the FI Staff

No longer in WE-1

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL  
1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE  
2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE  
3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE  
4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE  
5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	2	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
2	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
3	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	X	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ON WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	2	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
2	9. GETS THINGS DONE	4	19. IS CLEARLY	3	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
X	10. CAN COPE WITH EMERGENCIES	3	20. COMPLETES WITHIN ALLOWED LIMITS	3	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any portion. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item B, of Section A below.

## SECTION A.

## GENERAL

1. NAME (Last) (First) (Middle) Wigren, Lee H.			2. DATE OF BIRTH 1 Dec. 1923	3. SER m	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP WE			6. OFFICIAL POSITION TITLE Area Ops. Officer		
7. GRADE 11	8. DATE REPORT DUE IN OP 19 March 1957	9. PERIOD COVERED BY THIS REPORT (inclusive dates) 19 March 1956-19 March 1957			
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNED SUPERVISOR <input type="checkbox"/> REASSIGNED EMPLOYEE		11. SPECIAL (Specify)	

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SUBMITTED TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

<input type="checkbox"/>	THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	BY Period DDP, COM	DATE 19 Mar 57
<input checked="" type="checkbox"/>	THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO PERFORM HIS DUTIES BECAUSE (Specify): Reviewed by PDP RLP 19 Mar 57	
<input type="checkbox"/>	I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.		

B. THIS DATE  
25 March 1957

C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR

D. SUPERVISOR'S OFFICIAL TITLE  
C/WE-1

2. FOR THE REVIEWING OFFICIAL: I HAVE DISCUSSED WITH THE SUPERVISOR MY OPINION OF THE INDIVIDUAL'S PERFORMANCE, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

I have discussed this report, and his general situation, in considerable detail with Mr. Wigren. He felt he did not wish to challenge the critical comments of the rating officers (I had two officers work together in that capacity), but felt that a rating of 3 under specific duty No. 2 did not do him justice. I think he is right on this score and would raise that rating to a 4. I would say there has been an improvement in Mr. Wigren's performance within the last year, and I have raised with the Division Personnel Board the subject of a promotion for him to GS-12. The Board recommended deferment of his case for a few months.

☒ CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE  
25 March 1957B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL  
Edward RyanC. OFFICIAL TITLE OF REVIEWING OFFICIAL  
Chief, WE-1

## SECTION C.

## JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

4 INSERT RATING NUMBER	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

Performance

# SECRET

(When Filled In)

## 2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

### DIRECTIONS:

- State in the spaces below up to six of the more important SPECIFIC duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.
- Note performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
- For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
- Compare in your mind, when possible, the individual being rated with others performing similar duty at a similar level of responsibility.
- Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- Be specific. Examples of the kind of duties that might be rated are:
 

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INVESTIGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
- For some jobs, duties may be broken down even further. A supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY	4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
---------------------------------	---	---	-----------------------------------	--	---	--	--

SPECIFIC DUTY NO. 1 Writes Hqs and field Communications	RATING NUMBER 5	SPECIFIC DUTY NO. 4 Analyses operations and proposes action.	RATING NUMBER 5
SPECIFIC DUTY NO. 2 Coordinates with other area desks and staffs.	RATING NUMBER 3	SPECIFIC DUTY NO. 5 Briefs superiors on his activities	RATING NUMBER 4
SPECIFIC DUTY NO. 3 Prepares intelligence reports	RATING NUMBER 4	SPECIFIC DUTY NO. 6	RATING NUMBER

## 3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Most notable among this officer's strong qualities are his intelligence, inquisitiveness, emotional stability and good judgement. He comprehends and analyzes situations and problems readily and in the latter seems very able at finding logical solutions. He expresses himself well orally and in writing. He is neat in both personal and work habits. Such weaknesses as Mr. Wigren seems to have lie in the areas of social relationship and motivation. He is calm and introspective, not gregarious nor easy to know. Though he is always polite and even tempered he seems at the roots, perhaps, unduly sensitive to criticism. In his attitude towards and the performance of his job he seems to do what he likes well, but to let the less agreeable things slide.

## SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

- DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
- OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
- A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
- OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? ☐ YES ☒ NO. IF YES, EXPLAIN FULLY:

SECRET

SECRET

## 2. For the Reviewing Official (continued).

Mr. Wigren has also asked that it be made a matter of record that, for a period of three months in 1956, he was acting chief of the [ ] and handled these responsibilities effectively. I have agreed to cite the extent of his responsibilities. Certainly the routine business of the desk was kept moving during this period. I have pointed out with respect to the manner of his performance of his duties that his fitness report is not an unfavorable one. The factors which have turned this annual fitness report into a personal crisis for him are the simultaneous deferment of his hoped-for promotion, and the deferment of an overseas assignment for him -- both of which actions naturally reflect on his past performance. I have pointed out that we have to require appreciably better than average performances from officers we send overseas, that I believe we have in the Branch at least one better qualified candidate for the overseas assignment in question, and that I am obliged to give the assignment to the person I feel is best qualified.

Perhaps understandably, Mr. Wigren continues to believe that this report is not a fair reflection of his performance. I have told him that I can go no further in attempting to explain my judgement and have asked that he discuss his situation with the Deputy Division Chief and/or the Division Chief. He agreed to do so.

SECRET



SECRET

(When Filled In)

## FITNESS REPORT (Part II) - POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle) <b>Wigron, Leo H.</b>	2. DATE OF BIRTH <b>1 Dec. 1923</b>	3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>DI</b>
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>DDP WE</b>		6. OFFICIAL POSITION TITLE <b>Area Ops. Officer</b>	
7. GRADE <b>11</b>	8. DATE REPORT DUE IN OF <b>19 March 1957</b>	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>19 March 1956-19 March 1957</b>	
10. TYPE OF REPORT (Check one)	INITIAL <input checked="" type="checkbox"/>	REASSIGNMENT-SUPERVISOR <input type="checkbox"/>	SPECIAL (Specify) <input type="checkbox"/>

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE <b>25 March 1957</b>	B. [Signature]	C. SUPERVISOR'S OFFICIAL TITLE <b>C/WE-1</b>
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE <b>25 March 1957</b>	B. TYPE, OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <b>Edward Ryan</b>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>Chief, WE-1</b>

SECTION G. ESTIMATE OF POTENTIAL	
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.	
5 4 RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED 2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED <b>DATA</b> 3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES 4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES <b>Good</b> 5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING 6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXERCISED AT HIS PRESENT LEVEL 7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

SECTION H. SUPERVISORY POTENTIAL	
DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.	

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
	3 2	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)		
	2 1	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	0	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	1	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
	2	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
	2	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET

(When Filled In)

OFFICE OF PERSONNEL

1. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATEE EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

2. COMMENTS CONCERNING POTENTIAL

He is, I believe, at a crucial stage in his career. Depending upon his outlook, he has the potential for becoming either a mediocre senior case officer or an officer ready and able to assume executive responsibilities. He already has the inherent judgement and intelligence for more responsible jobs, but has not yet demonstrated a sufficient industry and resolve to make him as a promising professional.

SECTION III.

FUTURE PLANS

3. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Mr. Wigron has been undergoing a variety of specialized training, including language, preparatory to an assignment in [redacted]. Such an assignment has been deferred and future training plans must therefore be held in abeyance.

7. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

SECTION I.

DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words liberally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

4 - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

CATEGORY NUMBER

- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
4 3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	2	12. SHOWS ORIGINALITY	2	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
1-2	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITY	3	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTICAL IN HIS THINKING	3	14. ADMITS HIS ERRORS	X	24. WORKS WELL UNDER PRESSURE
4 3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	3	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPERVISOR	4	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	4 3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	3	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
3	9. GETS THINGS DONE	4	19. THINKS CLEARLY	3	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
X	10. CAN Cope WITH EMERGENCIES	3	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	3	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

2. For the Reviewing official: Note:

I have indicated in ink in the forms wherein my judgement differs from that of the rating officer.

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any portion. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item A. of Section A below.

## SECTION A.

## GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
Wigren Lee H.	1 Dec. 1923	M.	D-1
5. OFFICE DIVISION/BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE		
DDP/WS	Area Ops Officer		
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive Dates)	
OS 11	19 March 1956	19 March 55 - 19 March 56	
10. TYPE OF REPORT (Check one)	SPECIAL (Specify)		
<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR		
<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> PERMANENT-EMPLOYEE		

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

## A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	<input type="checkbox"/> IF INDIVIDUAL IS RATED "E" IN C1 OR D, A WARNING LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	<input type="checkbox"/> I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

## B. THIS DATE

2 May 1956

## C. FOR THE REVIEWING

OFFICIAL, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

I have discussed this report at length with Mr. Stenger, because of its critical character, and subscribe entirely to it. I think the discussion of the report with Mr. Wigren has been beneficial, and I believe an improvement will result, since Wigren seems to have good capabilities, if he cares to use them. If there is not an improvement within the next year, the question of a reassignment will have to be considered. Wigren has no desire to be reassigned at this time. He has no desire to be reassigned at this time. He has no desire to be reassigned at this time.

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
4 May 56	William H. Stenger	Branch Chief

## SECTION C.

## JOB PERFORMANCE EVALUATION

## 1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

3	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE, ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING. HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

## COMMENTS:

SECRET

Performance

# SECRET

(When Filled In)

2. RATING ON PERFORMANCE OF SPECIFIC DUTIES																											
<p><b>DIRECTIONS:</b></p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERVIEWS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERVIEWS	GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN	WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS	TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK	TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING	SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
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SPECIFIC DUTY NO. 1		SPECIFIC DUTY NO. 4																									
Processing and dissemination of field information reports		Preparation of correspondence to the field																									
RATING NUMBER 4		RATING NUMBER 3																									
SPECIFIC DUTY NO. 2		SPECIFIC DUTY NO. 3																									
Handling of project outlines and renewals and other administrative details																											
RATING NUMBER 4																											
SPECIFIC DUTY NO. 3		SPECIFIC DUTY NO. 5																									
Providing operational support to the station																											
RATING NUMBER 3																											
3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE																											
<p><b>DIRECTIONS:</b> Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>A large portion of Mr. Wigren's time is taken up with the processing of field information reports and the handling of administrative aspects of various FI projects, both of which he performs efficiently, although he requires supervision to ensure the prompt completion of project details. In the area of operational support for the field, which includes providing the station with requirements, with name traces, operational appraisal and operational guidance, Mr. Wigren, performs acceptably but occasionally shows a lack of initiative and originality of ideas such as would be required to raise the rating in this category. As regards preparation of correspondence for the field, Mr. Wigren here again performs acceptably, but occasionally shows of a lack of observance and attention to detail.</p>																											
SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION																											
<p><b>DIRECTIONS:</b> Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table border="0"> <tr> <td rowspan="7"> <div style="border: 1px solid black; padding: 2px; display: inline-block;">4</div> RATING NUMBER </td> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> </tr> </table>				<div style="border: 1px solid black; padding: 2px; display: inline-block;">4</div> RATING NUMBER	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW	3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																
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<p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p> <p>Although this question has been answered in the negative, it is believed that Mr. Wigren's performance would be rated higher in a position involving more research-type work.</p>																											

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the AF no later than 30 days after the due date indicated in item 8 of Section "E" below.

## SECTION E.

## GENERAL

1. NAME (Last) <b>Wigman</b> (First) <b>Leo</b> (Middle) <b>H.</b>	2. DATE OF BIRTH <b>1 Dec. 1923</b>	3. SEX <b>M.</b>	4. SERVICE DESIGNATION <b>ST</b>
5. OFFICE DIVISION BRANCH OF ASSIGNMENT <b>DEP/NE</b>		6. OFFICIAL POSITION TITLE <b>Area Ops Officer</b>	
7. GRADE <b>GS 11</b>	8. DATE REPORT DUE IN OF <b>19 March 1956</b>	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>19 March 55 - 19 March 56</b>	
10. TYPE OF REPORT (Check one)	INITIAL <input type="checkbox"/>	REASSIGNMENT-SUPERVISOR <input type="checkbox"/>	SPECIAL (Specify)
	<input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT-EMPLOYEE <input type="checkbox"/>	

## SECTION F.

## CERTIFICATION

1. FOR THE WAGER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE <b>2 May 1956</b>	B. SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE <b>Chief Swedish Desk WG-1</b>
2. FOR THE REVIEWING OFFICIAL: D. NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE <b>4 May 56</b>	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <b>Edward Nelson</b>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>Branch Chief</b>

## SECTION G.

## ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES  
 DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

**3**  
 RATING  
 NUMBER

1. ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
2. HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
3. MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
4. READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
5. WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
6. ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
7. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

## 2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☐ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
	<b>2</b>	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)		
	<b>1</b>	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	<b>1</b>	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	<b>1</b>	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
	<b>1</b>	WHEN IMMEDIATE SUBORDINATE'S ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
	<b>2</b>	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET

Potential

# SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE NAMED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

12

4. COMMENTS CONCERNING POTENTIAL

In the opinion of the rater, Mr. Wigren does not display quite the degree of initiative, originality of ideas, and attention to details required for assuming greater responsibility, although he is believed to be of better than average intelligence.

MAIL ROOM

## SECTION II.

### FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

3x Within the next twelve months Subject may be considered for an overseas assignment. It is believed that such an assignment may be beneficial in giving Mr. Wigren broader experience which may serve to increase his potential to the Agency.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

Subject is desirous of having overseas duty. Should he be assigned to an overseas post, it is believed that this duty may provide him with the necessary stimulus to bring out latent potential in addition to broadening his experience. Should an overseas tour not result in an increase in potential, particularly as regards initiative and ability to think originally, it is recommended consideration be given to employing Subject in a research-type job.

## SECTION I.

### DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

- CATEGORY NUMBER
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
  - 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
  - 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
  - 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
  - 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	3	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
3	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
2	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	3	15. RESPONDS WELL TO SUPERVISION	3	25. DISPLAYS JUDGEMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPPLANT	4	26. IS SECURITY CONSCIOUS
4	7. CAN GET ALONG WITH PEOPLE	2	17. COMES UP WITH SOLUTIONS TO PROBLEMS	3	27. IS VERSATILE
4	8. HAS MEMORY FOR FACTS	2	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
3	9. GETS THINGS DONE	3	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	3	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	2	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

**SECRET**  
SECURITY INFORMATION

PERSONNEL EVALUATION REPORT				BY	DATE
				<i>[Signature]</i>	12/12
<i>Items 1 through 6 will be completed by Administrative or Personnel Officer</i>					
1. NAME (Last) (First) (Middle)		2. GRADE	3. POSITION (Type)		
WIGREN, Lee H.		GS-9	IO (FI) CD-FI		
4. OFFICE	STAFF OR DIVISION	BRANCH	5. DEPT'L.		IF FIELD, SPECIFY STATION
DDP/FI	Staff C	Soviet Intel. Pr.	<input checked="" type="checkbox"/> FIELD		
6. PERIOD COVERED BY REPORT		7. TYPE OF REPORT			
From 19 Mar. 53 To 18 Mar. 54		<input type="checkbox"/> Initial <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Special <input type="checkbox"/> Reassignment <input type="checkbox"/> Reassignment of Supervisor			
<i>Items 7 through 10 will be completed by the person evaluated</i>					
7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.					
1. Conduct continuing examination of structure and operational methods of Soviet Satellite intelligence services. Maintain files and records pertinent to this examination. 2. Assist personnel of country desks in matters involving Satellite services. Advise and aid CS personnel of Satellite country desks. 3. Conduct research on problem of relationships between Soviet intelligence services and those of the Soviet satellites. Publish studies pertinent to this subject. 4. Prepare analyses of special counterespionage problems for use in the field, headquarters and training. 5. Prepare counterespionage studies dealing with specific areas (eg: <span style="border: 1px solid black; padding: 0 20px;"> </span> ) and based on systematic analyses of espionage cases in those areas. 6. Perform special tasks as assigned.					
8. IN WHAT LINE OF WORK ARE YOU PRIMARILY INTERESTED?					
CS, Research and Analysis.					
9. IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).					
10.					
1 October 1954		<i>[Signature]</i>			
DATE		SIGNATURE			
<i>Items 11 through 13 will be completed by Supervisor</i>					
11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.					
He has been for several years a one man orchestra, viz. list of duties above.					



SECRET -- OF PERSONNEL  
SECURITY INFORMATION

OCT 9 8 52 AM '54

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICED AS GOOD OR OUTSTANDING?

doing about <sup>ALL</sup> ~~the~~ <sup>REQ.</sup> one man can do  
on a difficult job

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?

is growing with job

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.

very good potential in research  
in satellite field

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)

I do not think so

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?

training completed -  
rotation as desired in  
line with background

17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.

na

18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

4 OCT 154

DATE

W. H. Holbrook

SIGNATURE OF SUPERVISOR

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in Item 20.)

5 OCT 54

DATE

R. P. Harris

SIGNATURE OF REVIEWING OFFICIAL

20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

SECRET

**SECRET**  
SECURITY INFORMATION

## PERSONNEL EVALUATION REPORT

*Items 1 through 6 will be completed by Administrative or Personnel Officer*

1. NAME <b>WILSON</b>	2. GRADE <b>GS-7</b>	3. POSITION TITLE <b>INTELL. OFF.</b>
4. OFFICE <b>D-P</b>	5. TYPE OF REPORT <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Reassignment	6. PERIOD COVERED BY REPORT From <b>4-10-52</b> To <b>4-10-53</b>
7. BRANCH <b>NSCFF C-CE</b>	8. DEPT'L. <input type="checkbox"/> DEPT'L. <input type="checkbox"/> FIELD	9. FIELD, SPECIFY STATION

*Items 7 through 10 will be completed by the person evaluated*

1. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.

- Under general supervision, examine the structure and operational methods of Soviet intelligence services, and prepare studies based on this examination.
- Conduct research to determine current relationships between Soviet intelligence services and those of the Soviet satellite countries.
- Prepare analyses of special counterespionage problems for use in the field, headquarters, and training.
- Prepare counterespionage studies dealing with specific areas, and based on systematic analyses of espionage cases in those areas.
- Assist in the review of Country Plans from the counterespionage viewpoint.

2. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

Name of Course	Location	Length of Course	Date Completed
----------------	----------	------------------	----------------

The following courses were completed during the period April to July 1951, and have not been previously reported:

1. Basic Orientation Course;
2. Basic Intelligence Course;
3. Operations Course;
- and 4. Advanced Operations Course.

3. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?

Research, analysis, and support — all mainly in the field of counterespionage.

IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).

4.

21 April 1953

DATE

SIGNATURE

*Items 11 through 13 will be completed by Supervisor*

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 1 ABOVE.

Highly satisfactory. Has displayed conspicuous good judgment, accuracy, and cooperation.

**SECRET**  
SECURITY INFORMATION

<p>12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?</p> <p align="center">Judgment</p>	
<p>13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?</p> <p align="center">In knowledge of Soviet Intelligence, particularly operational analysis, for which he has shown a special aptitude.</p>	
<p>14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.</p> <p align="center">Shown capacity for initiative and eventual leadership.</p>	
<p>15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)</p> <p align="center">No.</p>	
<p>16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?</p> <p align="center">Training abroad. Eventual operational experience, preferably in Command/Control area, desirable.</p>	
<p>17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.</p>	
<p>18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS, INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.</p>	
<p>DATE <u>21 Apr. 1953</u></p>	<p align="center"><u>George E. [Signature]</u> SIGNATURE OF SUPERVISOR</p>
<p>DATE <u>21 Apr '53</u></p>	<p align="center"><u>Newton [Signature]</u> SIGNATURE OF REVIEWING OFFICIAL</p>
<p>20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)</p> <p align="right"><i>Noted - 28 Apr 53 NCP/4</i></p>	

**SECRET**

CONFIDENTIAL  
(When filled in)

TRAINING REPORT  
MANAGEMENT FOR EQUALITY OF OPPORTUNITY (MEO)

Student: Lee H. Wigren

Dates: 12-14 Sept 1977

Employee No.: 006198

Office: DDO/CI

Service Designation: D

COURSE DESCRIPTION

The course is designed especially for people in managerial and supervisory positions. It is based upon the assumption that the Agency's ability to promote full utilization of all employees regardless of race, color, sex, religion, national origin, or age, depends upon the awareness and behavior of managerial/supervisory personnel. They have a critical role in making the decisions necessary to eliminate real or apparent discrimination and to promote productive work relations among employees who differ in race, sex, or culture. In fact managerial awareness and decisions have a great impact on the recommendations and efforts of EEO, EOP, Upward Mobility and other employees concerned with compliance and affirmative action.

OBJECTIVES

Through lectures, readings, films, group discussion, workshop exercises, and case studies, each supervisor, at the conclusion of the course, should be able to:

- 1) Identify some of the more prominent patterns of discrimination and describe their impact upon supervisory processes;
- 2) Have had the opportunity or been able to critically evaluate his or her own attitudes towards equality of opportunity;
- 3) Better contribute to the effective utilization of all employees by being aware of and sensitive to several creditable approaches to management behavior and actions;
- 4) Explain the historical background which gave rise to today's Equal Employment Opportunity Programs;
- 5) Articulate the Agency's progress in Equal Employment Opportunity Programs;
- 6) Describe what efforts the Agency is making to be fair to all employees, including describing such programs as the Upward Mobility Program, Federal Women's Program and the Hispanic Program;
- 7) Be responsive to the complaint process and know what he or she, as a supervisor, should do when faced with a complaint from an employee; and
- 8) Articulate the significance and importance of major legislation, executive orders and internal CIA policies which affect the management of Equality Opportunity Programs.

CONFIDENTIAL  
(When filled in)

CONFIDENTIAL  
(When filled in)

ACHIEVEMENT RECORD

This is a certificate of attendance only. No attempt was made to evaluate student achievement in this course.

FOR THE DIRECTOR OF TRAINING:

[Redacted Signature]

Course Coordinator

26 SEP 1977

Date

CONFIDENTIAL  
(When filled in)

CONFIDENTIAL

MEMORANDUM FOR: Lee H. Wigren

SUBJECT : Acknowledgment of Evaluation Board Functional Category  
REFERENCE : Evaluation Board Precepts for Your Grade

1. Based upon an examination of your past assignments and duties, and after considering likely future assignments, you have been placed (subject to your signature below) in the functional category DAA for Evaluation Board purposes. Precise definitions of this category are contained in the Evaluation Board precepts for your grade. This placement is made in order that your performance, growth potential, and career planning may be judged against officers similarly placed professionally. YOU ARE URGED TO STUDY THE PRECEPTS AND CONSIDER YOUR OWN CASE CAREFULLY.

2. In general, you should consider the following:
  - a. Categories are sharply defined. Competition is within categories, not between them. Thus, a weak B/OG performance is not strengthened by reclassifying it as B/OS.
  - b. A change in category after sustained performance in a different category may cause a temporary loss of momentum in your career advancement until you have demonstrated proficiency in your new assignment.
  - c. A category change should not be initiated for the period of a temporary, training or rotational assignment unless a permanent change of career track will follow.

3. If you believe that this is not the correct category for you because the substantive nature of your job more closely approximates another category or because you have made a permanent change of career track, please take the matter up through your command channel to secure the concurrence of your component of assignment or of your home base component, as appropriate, to a change of your category. Previously assigned and acknowledged categories will remain in effect until a fully executed acknowledgment of change is received by the Career Management Staff.

4. Please sign and date this notification in the space provided and return it to your Personnel Evaluation and Management Officer or to your Personnel Officer.

ACKNOWLEDGED:

Lee H. Wigren  
Signature of Addressee

11 April 1977  
Date

CONFIDENTIAL

SECRET

9 FEB 1977

MEMORANDUM FOR: Lee H. Wigren  
FROM : Leonard McCoy  
Chief, CI/R&A  
SUBJECT : Letter of Instructions

1. The following letter of instructions is provided to outline your functions as Special Assistant to the Chief, CI Staff Research and Analysis Group.

2. The objectives of CI/R&A are:

a. To provide current and relevant counterintelligence support to operations being conducted by CI Staff and the operating divisions in the interests of furthering intelligence collection and preventing the frustration of our operations by adversary intelligence services.

b. To conduct research and analyze information to facilitate the detection of the efforts of adversary intelligence services to penetrate the US and friendly foreign governments.

3. Your functions as Special Assistant to Chief, CI Staff Research and Analysis Group are as follows:

a. Select information and research and analysis products of CIA, other agencies, and liaison services for publication by the CI Staff as CI guidance and references.

b. Initiate and supervise the conduct of CI research and analysis by assigned personnel for publication by the CI Staff.

c. Establish and implement publication procedures, including editing, rewriting, organizing, sanitizing, classifying, setting up dissemination channels and

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SECRET

-2-

controls, and monitoring printing processes for CI Staff publications.

d. Initiate and coordinate the distribution of CI Staff publications as appropriate within the Agency, to other US government agencies, and to liaison services.

e. Maintain a record of CI Staff publications, including recipients, dates of distribution, responses and comments, related correspondence, and other pertinent information.

f. Conduct liaison with other government agencies and foreign intelligence services to promote the collection and dissemination of CI information.

g. Collect and maintain a library of past and present classified CI publications available from all sources for ready reference and consultation.

  
Leonard McCoy

I have read and understand this letter of instructions.

  
Lee H. Wigren

9 February 1977  
Date

Distribution:

Orig - Addressee

2 - CI/Personnel ✓

1 - C/CI/R&A

SECRET



**SECRET**  
(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, **FILE PUNCHED BY** Section

SERIAL NO.

LAST

FIRST

NAME

0000198

(Print) **WIGREN**

7-24

**LEE**

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

## PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 2 - CORRECTION 3 - CANCELLATION	37	38 39		40-42

## TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 5 - CANCELLATION	37	38 39		40-42
10	24	75	11	02	75		2		EUROPE	801

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

## SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
<input type="checkbox"/> CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

**CI-31-76**

DOCUMENT DATE/PERIOD

**OCT 24 - NOV 2 - 75**

REMARKS

PREPARED BY

OCO

REPORT ANNOTATED ON  
CONTROL DOCUMENT

ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE  
DOCUMENT CITED

C & L DIVISION, CTR.

DATE

SIGNATURE

C & T DIVISION

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER



NAVAL INVESTIGATIVE SERVICE  
HOFFMAN BUILDING  
7461 LISERHOWER AVENUE  
ALEXANDRIA, VIRGINIA 22304

~~SECRET~~

IN REPLY REFER TO  
NIS-22E/skc  
3870  
Ser S- 3460  
19 November 1975

SECRET

From: Director, Naval Investigative Service  
To: Director of Central Intelligence

Subj: Counterintelligence/Counterespionage Training (U)

1. (S) During the period 20 October through 22 October 1975, twenty-seven Special Agents of this Service attended an intensive, comprehensive course of instruction regarding counterintelligence techniques as applied overseas, the instructors and facilities for which were graciously provided by your Agency. As in past matters of this nature, Mr. William M. Decker, Mr. Saeed Trabulsi, and the other dedicated members of your staff provided support and coordination truly unsurpassed in excellence. Both Mr. Decker and Mr. Trabulsi consistently devoted time and effort far beyond that which could normally be expected in order to ensure the highest quality of instruction and assistance.
2. (S) In addition to excellent administrative support, the caliber of instructors and content of the material discussed combined to make every presentation a significant and meaningful experience for the students concerned. Although it was evident that all instructors were highly motivated and fully conversant regarding their respective subjects, I wish to particularly cite those individuals who contributed generous amounts of their valuable time and extensive knowledge toward the improvement of the Naval Investigative Service counterintelligence posture overseas. Those gentlemen are:  
  
Mr. Lee Wigren  
Mr. Joseph Flaherty  
Mr. John Bogart  
Mr. Peter Ernest  
Mr. Charles Beling  
Mr. Edward Andrews
3. (U) I again wish to extend my most sincere appreciation for a job well done.

Copy to:  
Chief, CI Staff



Classified by 201/201/201  
Subject to automatic review  
at intervals  
as required by CI Sec. 101.201.3

~~SECRET~~



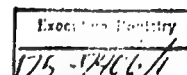
NAVAL INVESTIGATIVE SERVICE  
HOFFMAN BUILDING  
2461 EISENHOWER AVENUE  
ALEXANDRIA, VIRGINIA 22331

**SECRET**

IN REPLY REFER TO  
NTS-22B/skc  
3870  
Ser S-3460  
19 November 1975

**SECRET**

From: Director, Naval Investigative Service  
To: Director of Central Intelligence



Subj: Counterintelligence/Counterespionage Training (U)

75-6524

1. (S) During the period 20 October through 28 October 1975, twenty-seven Special Agents of this Service attended an intensive, comprehensive course of instruction regarding counterintelligence techniques as applied overseas, the instructors and facilities for which were graciously provided by your Agency. As in past matters of this nature, Mr. William M. Decker, Mr. Nageeb Trabulsi, and the other dedicated members of your staff, provided support and coordination truly unsurpassed in excellence. Both Mr. Decker and Mr. Trabulsi consistently devoted time and effort far beyond that which could normally be expected in order to ensure the highest quality of instruction and assistance.

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Mr. Lee Wigren  
Mr. Joseph Flaherty  
Mr. John Bogart  
Mr. Peter Ernest  
Mr. Charles Beling  
Mr. Edward Andrews

3. (U) I again wish to extend my most sincere appreciation for a job well done.

*Barney Martin*  
BARNEY MARTIN

Copy to:  
Chief, CI Staff



Classified by SECRET  
Exempt from automatic  
downgrading and  
declassification  
1753

**SECRET**

**SECRET**  
(When Filled In)

### QUALIFICATIONS UPDATE

**READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS**

Note that your qualifications are a matter of computer record; they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 443, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 5E-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

#### SECTION I

#### BIOGRAPHIC AND POSITION DATA

EMP. SER. NO.	NAME (Last-First-Middle)	DATE OF BIRTH
006198	WIGREN, LEE H.	12/01/23 / 12 / 1

EDUCATION	
HIGH SCHOOL	
LAST HIGH SCHOOL ATTENDED	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO

COLLEGE OR UNIVERSITY STUDY		YEARS ATTENDED (From-To)	DEGREE RECEIVED	YEAR RECEIVED	G.D. SEM/OTR. NOS. (Specify)
NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT				
1.					
2.					

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

#### TRACE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

#### OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

#### SECTION III

#### MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:				
2. NAME OF SPOUSE (Last) (First) (Middle) ( Maiden)				
3. DATE OF BIRTH	4. PLACE OF BIRTH (City, State, Country)			
5. OCCUPATION	6. PRESENT EMPLOYER			
7. CITIZENSHIP	8. (FORMER CITIZENSHIP(S)) COUNTRY(IES)	9. DATE U.S. CITIZENSHIP ACQUIRED		

#### SECTION IV

#### DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

FORM 444n  
2-65

**SECRET**

GROUP 1  
Excluded from automatic  
downgrading and declassification

74 14-5

SECRET

(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY (CHECK ONE)			
				RESEARCH	TRAVEL	STUDY	OTHER ASSIGNMENT
		Oct 10					
		11-03-70					

SECTION VI TYPING AND STENOGRAPHIC SKILLS			
1. TYPING (FPM)	2. SHORTHAND (FPM)	3. INDICATE SHORTHAND SYSTEM USED (CHECK ONE) APPROPRIATE ITEM	
		<input type="checkbox"/> GREGG <input type="checkbox"/> SHORTHAND <input type="checkbox"/> STENOGRAPHIC <input type="checkbox"/> OTHER SPECIFY:	

SECTION VII SPECIAL QUALIFICATIONS	
PROVIDE INFORMATION ON HORRIBLES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED.	

SECTION VIII MILITARY SERVICE CURRENT DRAFT STATUS	
1. HAS YOUR DEFECTIVE SERVICE CLASSIFICATION CHANGED?	2. NEW CLASSIFICATION
<input type="checkbox"/> YES <input type="checkbox"/> NO	
3. LOCAL DEFECTIVE SERVICE BOARD NUMBER AND ADDRESS	4. IF DEFERRED, GIVE REASON

MILITARY RESERVE, NATIONAL GUARD STATUS	
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG	<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD
1. CURRENT RANK, GRADE OR RATE	2. DATE OF APPOINTMENT IN CURRENT RANK
	3. EXPIRATION DATE OF CURRENT OBLIGATION
4. CHECK CURRENT RESERVE CATEGORY	<input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (Active) <input type="checkbox"/> STANDBY (Inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED
5. MILITARY MOBILIZATION ASSIGNMENT	6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED

MILITARY SCHOOLS COMPLETED (Indicate Active, Reserve Duty, or As Civilian)		
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	DATE COMPLETED

SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS		
NAME AND CHAPTER	ADDRESS (Number, Street, City, State, Country)	DATE OF MEMBERSHIP
		FROM    TO
1.		
2.		
3.		

SECTION X REMARKS	

DATE 15 October 70	SIGNATURE OF EMPLOYEE [Signature]
-----------------------	--------------------------------------

SECRET

CONFIDENTIAL SECRET  
(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO.

006198

NAME

LAST

FIRST

MIDDLE

WICKEN

LCC

H.

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

## PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/P USE ONLY		COUNTRY	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (Basic)	CODE	37	38 39		CODE
25-26	27-28	29-30	31-32	33-34	35-36	3 - CORRECTION					40-42
						5 - CANCELLATION					

## TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/P USE ONLY		AREA(S)	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TDY (Basic) 4 - CORRECTION 5 - CANCELLATION	CODE	37	38 39	WA	CODE
25-26	27-28	29-30	31-32	33-34	35-36						40-42
11	07	72	11	12	73		2				09 11
SUBJECT TO FEDERAL TELECOMMUNICATIONS SERVICE and											

SUBJECT TO PERSONNEL USE ONLY - PUNCH AREA

31 DEC 77

(Insert date or event)

CLASSIFIED BY 14517

## SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

CI 54-73

DOCUMENT DATE/PERIOD

REMARKS

PREPARED BY

DCB

REPORT ANNOTATED ON CONTROL DOCUMENT

ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED

☒ C & L DIVISION, CYBB.

DATE

30 JAN 73

SIGNATURE

Archie Potlows

THIS IS THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

FORM 1451a OBSOLETE PREVIOUS EDITIONS

CONFIDENTIAL

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION

(4-1)

MEMORANDUM FOR: Official Personnel File

SUBJECT : Wigren, Lee H.

1. Studies in Intelligence is the Agency's quarterly professional journal. It publishes a wide variety of unique material—historical, analytical, technical, etc.—on all aspects of intelligence both as a profession and as a function of national security and foreign policy. Employees whose writings are accepted for publication make a valuable contribution to the Agency's work which ought to be reflected in their official files.

2. Accordingly, the Board of Editors wishes to record the fact that Studies in Intelligence has published the following material submitted by Mr. Wigren:

Book Reviews: "Spy Ring" - Vol. V, No. 4 (Fall 1961)  
"Soviet Spy Ring" - Vol. VI, No. 2 (Spring 1962)

*Hugh T. Cunningham*  
HUGH T. CUNNINGHAM  
Chairman, Board of Editors  
Studies in Intelligence

Distribution:

- ✓ - Subject's Official File
- 1 - CI/Pers

SECRET  
(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO. 1-6 <b>006198</b>	LAST (Print) <b>Wigren</b>	FIRST 7-24 <b>Lee</b>	MIDDLE <b>E.</b>
------------------------------------	----------------------------------	-----------------------------	---------------------

INSTRUCTIONS  
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

PCS DATES OF SERVICE									TYPE OF DATA		O/P USE ONLY		COUNTRY	
ARRIVAL O/S			DEPARTURE O/S											
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE				CODE	
25-26	27-28	29-30	31-32	33-34	35-36				37	38	39			40-42

TDY DATES OF SERVICE									TYPE OF DATA		O/P USE ONLY		AREA(S)			
ARRIVAL O/S			DEPARTURE O/S													
MONTH	DAY	YEAR	MONTH	DAY	YEAR				CODE				CODE			
25-26	27-28	29-30	31-32	33-34	35-36				37	38	39			40-42		
0	5	3	0	7	2	0	6	0	5	7	2					
									2			Ottawa Winnipeg		1	2	0

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION		
<input checked="" type="checkbox"/> TRAVEL VOUCHER		
<input type="checkbox"/> CABLE	<input type="checkbox"/> DISPATCH	
<input type="checkbox"/> OTHER (Specify)	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT	

DOCUMENT IDENTIFICATION NO. <b>CI 121-72</b>	DOCUMENT DATE/PERIOD <b>30 May - 5 June 1972</b>
---	---

PREPARED BY DCO <input checked="" type="checkbox"/> C & L DIVISION, CTBR.	REPORT ANNOTATED ON CONTROL DOCUMENT <input checked="" type="checkbox"/>	DATE <b>22 August 1972</b>	ADDITIONAL DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED SIGNATURE <i>[Signature]</i>
---	---	-------------------------------	---

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET



SECRET  
(When Filled In)

# REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

SERIAL NO.

006198

LAST

(Print)

Witten

FIRST

7-24

Lee

NAME

MIDDLE

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 98, REVISED.

## PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/P USE ONLY		COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (Basic)	CODE	37	38		40-42
25-26	27-28	29-30	31-32	33-34	35-36	3 - CORRECTION					
						5 - CANCELLATION					

## TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		O/P USE ONLY		AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TDY (Basic)	CODE	37	38		40-42
25-26	27-28	29-30	31-32	33-34	35-36	4 - CORRECTION					
						6 - CANCELLATION					

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

0 6 2 3 7 1 0 6 2 7 7 1

## SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	
DOCUMENT IDENTIFICATION NO.	DOCUMENT DATE/PERIOD

REMARKS

PREPARED BY	REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
DCO	DATE	SIGNATURE
<input checked="" type="checkbox"/> C & L DIVISION, CTG.	26 July 71	<i>James P. Davis</i>
<input type="checkbox"/> C & Y DIVISION		

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET

**SECRET**  
(When Filled In)

# REPORT OF SERVICE ABROAD

**FILE  
PUNCHED  
BY**

**TO:** Office of Personnel, Transactions and Records Branch, Status Sec

SERIAL NO.	NAME		
	LAST	FIRST	MIDDLE
1-6 006198	(Print) Wigren, Leo H.		

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 98, REVISED.

## PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
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## TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - TDY (Basic) 2 - CORRECTION 3 - CANCELLATION	37	38 39		40-42
07	08	70	07	13	70		2		WH	811

## OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

## SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

DOCUMENT DATE/PERIOD

7/8/70 to 7/15/70

REMARKS

PREPARED BY	REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
DCO	DATE 9/9/70	SIGNATURE <i>Leo H. Wigren</i>
<input checked="" type="checkbox"/> C & L DIVISION, CTBB.		
C & T DIVISION		

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET

(When Filled In)

CS13 D

## QUALIFICATIONS UPDATE

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

Now that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444j, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 5E-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

## SECTION I

## BIOGRAPHIC AND POSITION DATA

EMP. SER. NO. 006108	NAME (Last-First-Middle) WIGREN, Lee H.	DATE OF BIRTH 12/01/23
-------------------------	--	---------------------------

## SECTION II

## EDUCATION

## HIGH SCHOOL

LAST HIGH SCHOOL ATTENDED	ADDRESS (City, State, Country)	YEARS ATTENDED (From-To)	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------	--------------------------------	--------------------------	--

## COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/STR. HRS. (Specify)
	MAJOR	MINOR				
1.						
2.						

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

## TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	PERIOD		
		FROM	TO	NO. OF MONTHS

## OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	PERIOD		
		FROM	TO	NO. OF MONTHS
1.				
2.				

## SECTION III

## MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:			
2. NAME OF SPOUSE (Last) (First) (Middle) ( Maiden)			
3. DATE OF BIRTH	4. PLACE OF BIRTH (City, State, Country)		
5. OCCUPATION		6. PRESENT EMPLOYER	
7. CITIZENSHIP	8. FORMER CITIZENSHIP(S) COUNTRY(IES)		9. DATE U.S. CITIZENSHIP ACQUIRED

## SECTION IV

## DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

	NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE					
2. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE					

FORM 444n  
7-10

SECRET

GROUP 1  
Excluded from automatic  
downgrading and declassification

(4-51)

NO AUTO DOWNGRADING

**SECRET**  
(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY--CHECK (X)			
				RECEIVED	TRAVEL	STUDY	WORK ASSIGNMENT
Republic of South Africa	Security forces and General	1966	APR 15 - 9-12 1970		X		X

SECTION VI TYPING AND STENOGRAPHIC SKILLS	
1. TYPING (Y/N)	2. SHORTHAND (Y/N)
3. INDICATE SHORTHAND SYSTEM USED--CHECK (X) APPROPRIATE ITEM	
<input type="checkbox"/> GREGG	<input type="checkbox"/> SPEEDWRITING
<input type="checkbox"/> STENOGRAPH	<input type="checkbox"/> OTHER SPECIFY:

SECTION VII SPECIAL QUALIFICATIONS	
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED	

SECTION VIII MILITARY SERVICE	
CURRENT DRAFT STATUS	
1. HAS YOUR DEFECTIVE SERVICE CLASSIFICATION CHANGED?	2. NEW CLASSIFICATION
<input type="checkbox"/> YES <input type="checkbox"/> NO	
3. LOCAL DEFECTIVE SERVICE BOARD NUMBER AND ADDRESS	4. IF DEFERRED, GIVE REASON
MILITARY RESERVE, NATIONAL GUARD STATUS	
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG	<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD
1. CURRENT RANK, GRADE, OR RATE	2. DATE OF APPOINTMENT IN CURRENT RANK
3. EXPIRATION DATE OF CURRENT OBLIGATION	
4. CHECK CURRENT RESERVE CATEGORY	<input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED
5. MILITARY MOBILIZATION ASSIGNMENT	6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)	
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION
DATE COMPLETED	
<input type="checkbox"/> RESIDENT <input type="checkbox"/> AGENCY-SPONSORED	

SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS		
NAME AND CHAPTER	ADDRESS (Number, Street, City, State, Country)	DATE OF MEMBERSHIP
		FROM TO
1.		
2.		
3.		

SECTION X REMARKS	
<div style="border: 1px solid black; height: 100px; width: 100%;"></div>	

DATE 9 April 1970	SIGNATURE OF EMPLOYEE Lee H. Wiggen
----------------------	--

**SECRET**

SECRET

**ELECTION, DECLINATION, OR WAIVER  
OF LIFE INSURANCE COVERAGE**  
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT  
AGENCY INSTRUCTIONS  
ON BACK OF ORIGINAL**

**TO COMPLETE THIS FORM—**

**1**

**FOLLOW THESE GENERAL INSTRUCTIONS:**

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

**2**

**FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):**

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
WIGREN, LEE	HERBERT		DEC 1, 1923	024 16 4873
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	

**3**

**MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):**

Mark here  
if you  
**WANT BOTH**  
optional and  
regular  
insurance



**ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE**

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here  
if you  
**DO NOT WANT**  
**OPTIONAL** but  
do want  
regular  
insurance



**DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE**

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here  
if you  
**WANT NEITHER**  
regular nor  
optional  
insurance



**WAIVER OF LIFE INSURANCE COVERAGE**

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

**4**

**SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",  
COMPLETE THE "STATISTICAL STUB." THEN RETURN  
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

*Lee H. Wigren*

DATE

*19 February 1968*

**FOR EMPLOYING OFFICE USE ONLY**

(official receiving date stamp)

RECEIVED  
OFFICE OF PERSONNEL  
FEB 20 11 17 AM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

SECRET

STANDARD FORM No. 176-T  
JANUARY 1968  
(For use only until April 14, 1968)  
176-101

## CONFIDENTIAL

(When Filled In)

Complete in duplicate. The data recorded on this form is essential in determining travel expenses allowable in connection with leave of government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. The original of this form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last)	(First)	(Middle)	SOCIAL SECURITY NUMBER
WIGREN	LEE	HOBART	024-16-4813

1. RESIDENCE DATA	
PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY	LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)
BRIGHTON MASS	FAIRFAX VA
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE	HOME LEAVE RESIDENCE
FAIRFAX VA	FAIRFAX VA

2. MARITAL STATUS (Check one)	
<input type="checkbox"/> SINGLE	<input checked="" type="checkbox"/> MARRIED
<input type="checkbox"/> SEPARATED	<input type="checkbox"/> DIVORCED
<input type="checkbox"/> WIDOWED	<input type="checkbox"/> ANNULLED
IF MARRIED, PLACE OF MARRIAGE	DATE OF MARRIAGE
WASHINGTON D.C.	27 SEPT 1952
IF DIVORCED, PLACE OF DIVORCE DECREE	DATE OF DECREE
IF WIDOWED, PLACE SPOUSE DIED	DATE SPOUSE DIED
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)	

3. MEMBERS OF FAMILY	
NAME OF SPOUSE	ADDRESS (No., Street, City, Zone, State)
ALICE ELLEN (RADER) WIGREN	10107 ALICE CT, FAIRFAX VA
NAME OF CHILDREN	ADDRESS
CHRISTOPHER LEE WIGREN	10107 ALICE CT, FAIRFAX VA
ERIC VICTOR WIGREN	" " " " " "
NAME OF YOUR FATHER (Or male guardian)	ADDRESS
AUGUST HERMAN WIGREN	DECEASED
NAME OF YOUR MOTHER (Or female guardian)	ADDRESS
IDA CAROLINE WIGREN	61 ELEANOR ST, BROCKTON MASS
WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.	

4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY	
NAME (Mr., Mrs., Miss)	RELATIONSHIP
MR. WIGREN, RUSSELL H.	BROTHER
HOME ADDRESS (No., Street, City, Zone, State)	HOME TELEPHONE NUMBER
19 PONDROSA LANE EAST WALPOLE, MASS	617-MOS-1487
BUSINESS ADDRESS (No., Street, City, Zone, State) AND NAME OF EMPLOYER, IF APPLICABLE	BUSINESS TELEPHONE & EXTENSION

IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.)	YES	✓
YES	NO	
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)	YES	✓
	NO	
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.)	YES	✓
	NO	

The persons named in item 3 above may also be notified in case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM.

CONTINUED ON REVERSE SIDE

## CURRENT RESIDENCE AND DEPENDENCY REPORT

## CONFIDENTIAL

(When Filled In)

## 5. VOLUNTARY ENTRIES

Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.

INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.

- POTOMAC BANK & TRUST, FAIRFAX VA - checking (LIE H. ELLERRE)  
 - COLUMBIA FEDERAL SAVINGS & TRUST - Savings ( " " )  
 WASHINGTON DC

ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? ☒ YES ☐ NO

IF YES, DO YOU HAVE A JOINT ACCOUNT? ☐ YES ☒ NO

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? ☒ YES ☐ NO. (If "Yes" where is document located?)

ORIGINAL: WIFE; COPIES: RUSSELL H. WIGGON & FILE IN OFFICE

HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? ☒ YES ☐ NO. (If "Yes" give name(s) and address)

RUSSELL H. WIGGON, 11 PANDORA LANE, E. WASHINGTON, D.C.

HAVE YOU EXECUTED A POWER OF ATTORNEY? ☐ YES ☒ NO. (If "Yes", who possesses the power of attorney?)

## 6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

SIGNED AT

DATE

3 October 1966

SIGNATURE

L. H. Wiggon

CONFIDENTIAL

SECRET

11 JAN 1966

MEMORANDUM FOR: Director, Office of Training

SUBJECT : Recent Training for SELEVER/10 and  
SELEVER/11 under Project SELEVER

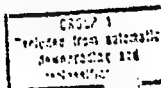
Reference: Memorandum for Director of Training -  
Subject: Request for Training for SELEVER/10  
and SELEVER/11 under Project SELEVER, dated  
30 September 1965.

Africa Division wishes to express its appreciation for the excellent support and cooperation rendered by members of the Covert Training Staff and School of International Communism during the recent one-month training course provided for SELEVER/10 and SELEVER/11. In particular, we wish to thank Mr. [redacted] of the Covert Training Staff, who not only handled the majority of the training but also spent considerable time and made a special effort with the trainees during evenings and weekends "handholding" them. We also wish to thank in particular the following members of the School of International Communism for their assistance: Messrs. [redacted]

[redacted] and Lee Wigren.

*Blum Field*  
Chief, Africa Division

SECRET





3 December 1959

MEMORANDUM FOR: Chief, SR

ATTENTION: Mr. Lee Wigren

Mr. Edward Knowles

SUBJECT: Training program for three Swiss Federal Police officers.

1. The Swiss Branch of the Eastern European Division wishes to express its appreciation to SR Division for its cooperation and support, in particular for the personal contribution of four of its officers, Mr. Lee Wigren, [redacted] and Mr. Edward Knowles, during the recent training program for three Swiss Federal Police officers.

2. Mr. Wigren's, [redacted] and Mr. Knowles's uniformly excellent briefings on the Soviet Intelligence Services, their legal and illegal support structures, and their modus operandi contributed significantly to what we have reason to believe was a successful training venture. To this must be added the comments of the Swiss officers who pointed out that they were most impressed by the comprehensive and systematic development of the various themes which Mr. Wigren, [redacted] and Mr. Knowles presented and admitted that the briefings added a good deal to their knowledge of the subject.

[redacted]

Standard Form No. 2809 CHAPTER 1-1-1 P.M. GSA GEN. REG.		HEALTH BENEFITS REGISTRATION FORM LOCAL EMPLOYEES HEALTH BENEFITS ACT OF 1959 (Read Instructions on back of last page. Use only front page or 1st page only.)				CARRIER'S CONTROL NO. 053400																								
PART A ALL WHO REGISTER MUST FILL IN THIS PART	1. NAME (LAST) (FIRST) (MIDDLE INITIAL) <b>WIGREN Lee H.</b>		2. DATE OF BIRTH (Use numbers) MONTH: <b>12</b> DAY: <b>1</b> YEAR: <b>1923</b>		3. Are you now married? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>																									
	4. YOUR MARITAL ADDRESS (NUMBER AND STREET) (CITY AND ZONE NUMBER) (STATE) <b>15 Noda Street Fairfax, Virginia</b>				5. SEX MALE <input checked="" type="checkbox"/> FEMALE <input type="checkbox"/>																									
	6. Are you covered by, or is any family member listed below covered by or enrolling in, a plan under the Federal Employees Health Benefits Act of 1959 through the enrollment of another United States or District of Columbia Government employee or annuitant? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				7. Place an "X" in proper box to show your annual basic salary range. UNDER \$4,000 <input type="checkbox"/> \$4,000 TO \$5,000 <input type="checkbox"/> \$5,000 TO \$9,999 <input checked="" type="checkbox"/> \$10,000 OR OVER <input type="checkbox"/>																									
PART B FILL IN THIS PART IF YOU WISH TO EN- ROLL IN A HEALTH BENEFITS PLAN.	1. I elect to enroll in a health benefits plan as shown below. I will have deductions to be made from my salary, compensation, or annuity to cover my share of the cost of the enrollment. (Copy the information in printed letter from inside cover of brochure of the plan you select.)				NAME OF PLAN <b>Association Benefit Plan</b>																									
	2. In space below list all eligible family members with no exceptions. List your wife or husband first, then your unmarried children under age 19, including legally adopted children, and stepchildren and illegitimate children who live with you in a regular parent-child relationship. Include also any unmarried child over 19 who became disabled before age 19 and who, because of the disability, is incapable of self-support. (Attach a doctor's certificate for a disabled child age 19 or over.)				OPTION (HIGH OR LOW) <b>High</b>																									
	<table border="1"> <thead> <tr> <th>NAMES OF FAMILY MEMBERS</th> <th>DATE OF BIRTH (Month, Day, Year)</th> <th>NAMES OF FAMILY MEMBERS</th> <th>DATE OF BIRTH (Month, Day, Year)</th> </tr> </thead> <tbody> <tr> <td>Wife or Husband <b>Ellen R. Wigren</b></td> <td><b>8/13/1927</b></td> <td></td> <td></td> </tr> <tr> <td><b>Christopher L. Wigren</b></td> <td><b>3/10/1957</b></td> <td></td> <td></td> </tr> <tr> <td><b>Eric V. Wigren</b></td> <td><b>8/15/1959</b></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				NAMES OF FAMILY MEMBERS	DATE OF BIRTH (Month, Day, Year)	NAMES OF FAMILY MEMBERS	DATE OF BIRTH (Month, Day, Year)	Wife or Husband <b>Ellen R. Wigren</b>	<b>8/13/1927</b>			<b>Christopher L. Wigren</b>	<b>3/10/1957</b>			<b>Eric V. Wigren</b>	<b>8/15/1959</b>											ENROLLMENT CODE (NUMBER) <b>4 2 2</b>	
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THIS PART MUST ALSO BE FILLED IN IF YOU CHANGE YOUR ENROLLMENT.	3. If you are a female (employee or annuitant)—does the family listed above include a husband who is incapable of self-support by reason of mental or physical disability which can be expected to continue for more than one year? (If answer is "Yes," attach a doctor's certificate.) YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>																													
	<table border="1"> <thead> <tr> <th colspan="2">PART C FILL IN THIS PART IF YOU WISH NOT TO ENROLL OR IF YOU WISH TO CANCEL YOUR ENROLLMENT.</th> </tr> </thead> <tbody> <tr> <td>1. I elect not to enroll in any plan under the Health Benefits Act. <input type="checkbox"/></td> <td>3. The reason for my election is (Place an "X" in proper box): (a) I am covered by a plan under the Health Benefits Act through the enrollment of my husband, wife, or parent. <input type="checkbox"/> (b) I am covered by a health insurance plan which is not under the Health Benefits Act. <input type="checkbox"/> (c) Any other reason. <input type="checkbox"/></td> </tr> <tr> <td>2. I elect to cancel my present enrollment under the Health Benefits Act. <input type="checkbox"/></td> <td></td> </tr> </tbody> </table>							PART C FILL IN THIS PART IF YOU WISH NOT TO ENROLL OR IF YOU WISH TO CANCEL YOUR ENROLLMENT.		1. I elect not to enroll in any plan under the Health Benefits Act. <input type="checkbox"/>	3. The reason for my election is (Place an "X" in proper box): (a) I am covered by a plan under the Health Benefits Act through the enrollment of my husband, wife, or parent. <input type="checkbox"/> (b) I am covered by a health insurance plan which is not under the Health Benefits Act. <input type="checkbox"/> (c) Any other reason. <input type="checkbox"/>	2. I elect to cancel my present enrollment under the Health Benefits Act. <input type="checkbox"/>																		
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PART D FILL IN THIS PART IF YOU WISH TO CHANGE YOUR ENROLLMENT.	1. I elect to change my enrollment as shown by the enrollment number and other information in Part B.																													
	<table border="1"> <thead> <tr> <th colspan="2">1. Enrollment code number of present plan.</th> <th colspan="2">2. Number of event which permits change (See Code on back of brochure for number.)</th> <th colspan="3">3. Date of event which permits change</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td>MONTH</td> <td>DAY</td> <td>YEAR</td> </tr> </tbody> </table>							1. Enrollment code number of present plan.		2. Number of event which permits change (See Code on back of brochure for number.)		3. Date of event which permits change							MONTH	DAY	YEAR									
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				MONTH	DAY	YEAR																								
PART E ALL WHO REGISTER MUST FILL IN THIS PART.	<b>Lee H. Wigren</b> <b>June 24, 1960</b>				<b>WARNING.—Any intentional false statement in this application or willful misrepresentation relative thereto is a violation of the law punishable by a fine of not more than \$10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1001.)</b>																									
	1. NAME AND ADDRESS OF EMPLOYING OFFICE				2. DATE RECEIVED IN EMPLOYING OFFICE																									
PART F TO BE COMPLETED BY AGENCY.					3. EFFECTIVE DATE OF SELECTION																									
					4. PAYROLL OFFICE NO.																									
REMARKS FOR USE ONLY BY ANNUITANTS AND AGENCY.					5. PAYROLL ACTION (INITIALS AND DATE)																									

Triplicate—To Employing Office

APR 1959

101 08

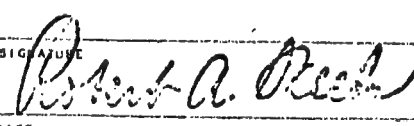
**SECRET**  
(When Filled In)

FD-2

CAREER PREFERENCE OUTLINE			
<p>This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.</p> <p align="center">- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -</p>			
SECTION A. GENERAL			
1. NAME OF EMPLOYEE (Last-First-Middle) <b>WIGGINS, Lee Hobart</b>	2. DATE OF BIRTH <b>1 December 1923</b>	3. SERVICE DESIGNATION <b>FI</b>	4. GRADE <b>11</b>
5. ORGANIZATIONAL TITLE <b>None</b>	6. POSITION TITLE <b>None</b>	7. OCCUPATIONAL CODE <b>None</b>	8. OFFICE OF ASSIGNMENT <b>FI/D</b>
SECTION B. CAREER INTERESTS			
<p>9. GENERAL TYPE OF ACTIVITY <b>Counterintelligence (CE)</b></p>			
<p>10. SPECIFIC TYPE OF ACTIVITY (Including assignments) A. IMMEDIATE (Within next 1 to 2 years)   Remain at present Division D assignment until about Spring 1962, participating in various aspects of the work of the office to which assigned, including the administrative side.</p> <p>B. LONG-RANGE (Beyond next 2 to 3 years)   Field or headquarters assignments making use of background, interest and experience in Counterintelligence and/or area knowledge. Would welcome and seriously consider suggestions of possible future assignments.</p>			
SECTION C. TRAINING			
<p>11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING A. IMMEDIATE (Within next 1 to 2 years)   Basic Management Course; Communist Party Organization and Operations Course  On-the-job training within the office  Continued self-study of <span style="border: 1px solid black; display: inline-block; width: 50px; height: 1em; vertical-align: middle;"></span></p> <p>B. LONG-RANGE (Within next 3 to 5 years)   To be planned at a later date, based on projected future assignments</p>			
<p>12. ADDITIONAL COMMENTS  Although I feel that my interests, experience, and training fit me best for CE type assignments, I wish to gain some breadth of experience through diversified assignments. I also believe that my <span style="border: 1px solid black; display: inline-block; width: 50px; height: 1em; vertical-align: middle;"></span> area and language knowledge should be put to use at some time during my career. <span style="float: right;">See Item 21</span></p>			
<p>I recognize that the implementation of my career preferences must depend upon the needs of the organization. I understand that my performance, capabilities and interests will be given due consideration.</p>	<p>13. DATE COMPLETED <b>3 March 1958</b></p>	<p>14. SIGNATURE OF EMPLOYEE   <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span></p>	

## SECRET

(When Filled In)

SECTION D.		COMMENTS BY SUPERVISOR	
15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE			
<p>Prior to completing this Career Preference Outline, Mr. WIGGAM and I discussed his career interests and desired training. I concur with the views which he has expressed in the completed outline.</p>			
16. RELATIVE TO TRAINING FOR EMPLOYEE			
<p>See item 15.</p>			
17. TYPED OR PRINTED NAME OF SUPERVISOR		18. SIGNATURE	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
19. Y		3 March 1958	
Chief, Special Activities Branch, FI/D			
SECTION E.		FOR USE OF CAREER SERVICE	
21. COMMENTS			
<p>Detailed Individual Career Plan approved by FI Panel on file in FI Career Management Office. 2048 L</p>			
22. TYPED OR PRINTED NAME		23. SIGNATURE	
Robert A. Skoals			
24. TITLE		25. DATE	
FI Career Management Officer		14 APR 1958	
LEAVE BLANK			

SECRET

SECRET



## CENTRAL INTELLIGENCE AGENCY

WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

20 OCT 1955

MEMORANDUM FOR: Lee H. Wigren

SUBJECT: Notification of Membership in the Career Staff

1. On behalf of the Director of Central Intelligence, it gives me pleasure to inform you that your application for membership in the Career Staff has been accepted by the CIA Selection Board. The effective date of your membership is 1 July 1954.

2. Please indicate that you have received this notification by signing in the space provided below and return it to the Head of your Career Service. He will forward it to the Executive Director of the CIA Selection Board.

3. Because your membership in the Career Staff is classified information, it is necessary that this notification be conveyed to you in this manner. The application for membership which you signed has been endorsed on behalf of the Director of Central Intelligence by the Executive Director of the CIA Selection Board and placed in your permanent Official Personnel Folder.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Harrison G. Reynolds  
Chairman, CIA Selection Board

Noted:

Date: 20 October 1955

Career Staff  
Office of Personnel

3 JAN 1956

DEC 12 11 30 AM '55

SECRET

SECRET

## CAREER SERVICE QUESTIONNAIRE

SECTION I (to be completed by employee)					
NAME (Last)		(First)		(Middle)	AGE
Wigren		Lee		Hobart	30
STAFF OR DIVISION		BRANCH		GRADE	NO. OF MOS. IN GRADE
Staff C		SIB		9	14
NO. OF MOS. IN PRESENT POSITION		NO. OF MOS. IN OSS		NO. OF MOS. IN CIA	CAREER DESIGNATION
40		0		0	FI
POSITION TITLE					
Intelligence Officer					

DATA ON ALL PERMANENT DUTY OVERSEAS OR IN U.S. FIELD (Include any TDY during last ten years)					
APPROXIMATE DATES OF SERVICE		LOCATION		TDY	PCS
FROM	TO	COUNTRY	STATION		COMMENTS
None					

INDICATE WILLINGNESS TO SERVE TOUR OF DUTY OVERSEAS PCS

A ☒ YES B ☐ ONLY UNDER CERTAIN CONDITIONS C ☐ NO

INDICATE ASSIGNMENT PREFERENCE IF PRECEDING ANSWER IS "A" OR "B"

PREFERENCE	COUNTRY	STATION	TYPE OF POSITION
1ST			Staff (OE)
2ND			Staff (OE)
3RD			Staff (OE)

IF ANSWER ABOVE IS "B," STATE CONDITIONS; IF ANSWER ABOVE IS "C," EXPLAIN YOUR REASONS

INDICATE GEOGRAPHIC AREAS OVERSEAS IN WHICH YOU WILL NOT SERVE AND EXPLAIN REASONS

Tropical areas. Wife's health will not permit.

INDICATE RELATIONSHIP AND AGE OF EACH DEPENDENT TO BE MOVED OVERSEAS

Wife age 27.

INDICATE KNOWN MEDICAL RESTRICTIONS WHICH THE AGENCY HAS IMPOSED ON YOUR SERVICE

None

SECRET

INDICATE ANY UNUSUAL CIRCUMSTANCES CONCERNING DEPENDENTS (old age, chronic illness, need for special educational facilities, etc.) OR ANY UNUSUAL PERSONAL SITUATION WHICH WOULD AFFECT YOUR OVERSEAS ASSIGNMENT

None

DESCRIBE TYPES OF HEADQUARTERS AND U.S. FIELD POSITIONS FOR WHICH YOU WOULD LIKE TO BE CONSIDERED AND THE ORGANIZATIONAL COMPONENT IN WHICH YOU WOULD LIKE TO SERVE

Like present assignment very much. Feel most qualified in CE work and would prefer to remain in it. Desire to continue work dealing with problem of Soviet Satellite Intelligence services which is my specialty.

REMARKS

DATE	19 July 54	SIGNATURE OF EMPLOYEE	<i>Lee H. Wiggen</i>
SECTION II (To be completed by employee's supervisor)			
INDICATE APPROXIMATE TIME (months) WHEN EMPLOYEE CAN BE MADE AVAILABLE FOR OVERSEAS SERVICE		INDICATE APPROXIMATE TIME (months) WHEN EMPLOYEE CAN BE MADE AVAILABLE FOR ANOTHER HEADQUARTERS OR U.S. FIELD ASSIGNMENT	
COMMENTS ON AVAILABILITY AND EMPLOYEE'S PREFERENCE FOR NEXT ASSIGNMENT			
depends on circumstances			
DATE	23 July 54	SIGNATURE OF SUPERVISOR	<i>Quinton D. H. Brooke</i>
PERSONNEL OFFICER WILL FORWARD ORIGINAL TO OFFICE OF PERSONNEL AND FIRST COPY TO APPROPRIATE CAREER SERVICE BOARD			

SECRET

\*MAY BE CONTINUED UNDER REMARKS

## APPOINTMENT AFFIDAVITS

**IMPORTANT.**—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CIA

(Department or agency)

(Bureau or division)

WASHINGTON, D. C.

(Place of employment)

I, LEE H. WIGREN, do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

### B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

### C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

### D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. \_\_\_\_\_, dated \_\_\_\_\_, 19\_\_\_\_, filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Lee H. Wigren  
(Signature of appointee)

Subscribed and sworn before me this 19 day of March, A. D. 1951

at Washington D. C.  
(City) (State)

[SEAL]

Chloe W. Anderson  
(Signature of officer)

(Title)

**NOTE.**—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.



## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State) <b>3200 16<sup>th</sup> St. NW, WASHINGTON DC. (APT 319)</b>			
2. (A) DATE OF BIRTH <b>1 DEC. 1923</b>		(B) PLACE OF BIRTH (city or town and State or country) <b>13 ROCKTON, MASS</b>	
3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY <b>A. H. WIGREN</b>	(B) RELATIONSHIP <b>FATHER</b>	(C) STREET AND NUMBER, CITY AND STATE <b>215 BELMONT AVE, ROCKTON, MASS.</b>	(D) TELEPHONE NO. <b>13 ROCKTON 4402-W</b>

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (OTHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 2 YEARS? ☐ YES ☒ NO  
If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATIONSHIP	MARRIED (Check one)	SINGLE
		1.			
		2.			
		3.			
		1.			
		2.			
		3.			
		1.			
		2.			
		3.			

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? If your answer is "Yes", give details in Item 10.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. SINCE YOUR 18TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, RULE, REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF \$50 OR LESS WAS IMPOSED)? If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

### INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee.**—The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. The physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) **Age.**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship.**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) **Members of Family.**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

# STATEMENT OF PRIOR FEDERAL CIVILIAN AND MILITARY SERVICE AND DETERMINATION OF COMPETITIVE STATUS

**INSTRUCTIONS:** The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V.

PART I.—EMPLOYEE'S STATEMENT										PART II.—THIS COLUMN IS FOR PERSONNEL OFFICE USE			
1. NAME (Last, first, middle initial) <b>WIGREN, LEE H.</b>						2. DATE OF BIRTH <b>1 DEC 1923</b>		7. RETENTION GROUP					
3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENT (Do not include military service.)										13. A. CSC STATUS <input type="checkbox"/> YES <input type="checkbox"/> NO B. TYPE OF PRESENT APPOINTMENT			
NAME AND LOCATION OF AGENCY		FROM—			TO—			TYPE OF APPOINTMENT IF KNOWN					
		YEAR	MONTH	DAY	YEAR	MONTH	DAY						
<b>NONE</b>													
4. LIST PERIODS OF ACTIVE SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES IF YOU HAD NO ACTIVE MILITARY SERVICE, WRITE "NONE."										11. SERVICE YEAR MONTH DAY			
BRANCH		FROM—			TO—			DISCHARGE (Hon. or dishon.?)					
		YEAR	MONTH	DAY	YEAR	MONTH	DAY						
<b>U.S. ARMY</b>		<b>1943</b>	<b>FEB</b>	<b>17</b>	<b>1946</b>	<b>FEB</b>	<b>11</b>	<b>HONORABLE</b>					
5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.										12. TOTAL SERVICE			
TYPE IF KNOWN (LWOP, Furl, Susp, AWOL, Mer Mer)		FROM—			TO—			TOTAL					
		YEAR	MONTH	DAY	YEAR	MONTH	DAY	YEARS	MONTHS	DAYS			
6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If answer is "Yes," in what agency were you employed at the time status was acquired?)										13. NONCREDITABLE SERVICE (Leave purposes only):			
7. ARE YOU:										14. NONCREDITABLE SERVICE (RIF purposes only):			
A. THE WIFE OF A DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										15. REEMPLOYMENT RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO			
B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										16. RETENTION RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO			
C. THE UNREMARKED WIDOW OF A VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										17. EXPIRATION DATE OF RETENTION RIGHTS			
8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS. I swear (or affirm) that the above statements are true to the best of my knowledge and belief.  <div style="display: flex; justify-content: space-between;"> <div> <u>10 January 1966</u> (DATE) </div> <div> <u>Lee H. Wigren</u> (SIGNATURE) </div> </div> Subscribed and sworn to before me on this _____ day of _____ 19____ at _____ (CITY) _____ (STATE)													
SEAL													
NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.													
INSTRUCTIONS: File this form on the permanent side of the employee's official personnel folder immediately before or after the personnel action involved.													

PLEASE READ INSTRUCTION SHEET BEFORE PREPARING THIS FORM											
STATEMENT OF FEDERAL CIVILIAN AND MILITARY SERVICE						SERVICE		DIVISION			
Lee H. Wigren						650/STC					
FEDERAL CIVILIAN SERVICE (BEGIN WITH THIS AGENCY AND FOLLOW IN REVERSE CHRONOLOGICAL ORDER)						BRANCH		SECTION			
AGENCY	LOCATION	FROM			TO			TOTAL SERVICE			
		DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.	
Central Intelligence Agency, OSC	Washington, D.C.	19	Mar	1951	31	12	51	13	9	0	
<p>See - 3/24/43</p> <p>12/19/57</p> <p>new file of ribbon</p>											
								Total Civilian Service			
								13 9 0			
MILITARY SERVICE (INCLUDE ONLY PERIODS OF ACTIVE DUTY; DO NOT INCLUDE TERMINAL LEAVE)											
BRANCH OF SERVICE	FROM			TO			TOTAL SERVICE				
	DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.		
US Army	17	Feb	1943	11	Feb	1951	24	11	7		
								Total Military Service			
								24 11 7			
<p>I hereby certify that the above Civilian and Military service is complete and accurate to the best of my knowledge.</p> <p>11 December 1951</p> <p>DATE</p> <p>Lee H. Wigren</p> <p>SIGNATURE OF EMPLOYEE</p>											
<p>REMARKS: (CONCERNING ABOVE SERVICE)</p>											
<p>FOR PERSONNEL OFFICE USE ONLY</p> <p>TOTAL CREDITABLE SERVICE</p> <p>DAYS MONTHS YEARS</p> <p>8 7 8</p>											
<p>MAY BE CONTINUED ON NON-DETACHABLE REVERSE SIDE</p>											

**SECRET**  
Security Information  
PERSONNEL QUALIFICATION QUESTIONNAIRE

1. Serial No. (no entry)	2. NAME: (last) (first) (middle) <b>WIGREN, LEE HOBART</b>			3. Office <b>FI/CD/SIB</b>	
4. Date of Birth <b>1 DECEMBER 1923</b>	5. Sex: <input checked="" type="checkbox"/> male (1) <input type="checkbox"/> female (2)	Marital Status <b>M</b> Nr. Dependents <b>1</b>		6. Employment Date: <b>MARCH 1951</b>	
7. Citizenship: <input checked="" type="checkbox"/> U.S. <input type="checkbox"/> Other	8. Acquired By: (1) <input checked="" type="checkbox"/> Birth (2) <input type="checkbox"/> Marriage (3) <input type="checkbox"/> Naturalization (4) <input type="checkbox"/> Other (specify) Year U.S. citizenship acquired, if not by birth _____				

**SEC. I. EDUCATION**

1. Extent: (circle one)

1. Less than high school	4. Two years college, or less	8. Masters degree
2. High school graduate	5. Over two years, no degree	9. Doctors degree
3. Trade, Business or Commercial school graduate	6. Bachelor degree	
	7. Post-graduate study (minimum 8 sem. hrs.)	

2. College or University Study:

Name and location of College or University	Major	Minor	Dates att'd		Yrs Compl		Degree Recd		Sem Hrs
			From	To	Day	Night	Title	Date	
BOSTON UNIV., C.A. BOSTON, MASS.	HISTORY	GOVT	1941	1943	1 1/2	—	—	—	
YALE UNIV. NEW HAVEN, CONN.	HISTORY		1943	1944	—	—	—	—	
" "	"	"	1946	1947	2 1/2	—	A.B.	1947	
HARVARD GRADUATE SCHOOL, CAMBRIDGE, MASS.	HISTORY		1947	1950	3	—	A.M.	1948	

3. Trade, Commercial, and Specialized Training:

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	

4. Military, Intelligence or Investigative training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, etc.)

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	
ARMY SPECIALIZED TNG. PROGRAM, YALE UNIV., NEW HAVEN, CONN.	JUNE 1943	MAR. 1944	9	RUSSIAN LANGUAGE + AREA STUDIES
SCHOOL FOR PERSONNEL SERVICES, WASHINGTON + LEE UNIV., ALEXANDRIA, VA	OCT 1944	NOV 1944	1	TRAINING AS INFORMATION + EDUCATION SPECIALIST

**SECRET**  
Security Information

## SEC. II. WORK EXPERIENCE

1. State the nature of duties performed with this organization, starting with your present position. Approximate dates (month and year) are sufficient. Use a continuation sheet, if necessary, to adequately describe your duties.

From <u>MAR 51</u> To <u>NOV 52</u> Tot. mos. <u>20</u>	Description of Duties: <u>EXAMINATION OF</u>
Grade <u>7</u> Salary <u>\$4205</u>	<u>STRUCTURE AND METHODS OF SOVIET</u>
Office <u>FI/CO/SIB</u>	<u>INTELLIGENCE SERVICES IN CONNECTION</u>
Position	<u>WITH GENERAL FUNCTIONS OF SIB;</u>
Title: <u>INTELLIGENCE OFFICER</u>	<u>- RESEARCH ON RECRUITMENT OF SOVIET</u>
Duty	<u>AND DOMESTIC INTELLIGENCE SERVICES;</u>
Title:	<u>- PREPARATION OF STUDIES ON COUNTERESPIONAGE</u>
	<u>SITUATION IN SPECIFIC AREAS REQUIRING</u>
	<u>Duty Station, if overseas:</u>
From <u>      </u> To <u>      </u> Tot. mos. <u>      </u>	Description of Duties: <u>      </u>
Grade <u>      </u> Salary <u>      </u>	<u>ANALYSIS OF ESPIONAGE CASES IN THE</u>
Office <u>      </u>	<u>AREA. CONCLUSIONS ARE DRAWN ON CURRENT</u>
Position	<u>SOVIET INTELLIGENCE TRENDS.</u>
Title: <u>      </u>	<u>- PREPARATION OF SPECIAL STUDIES ON</u>
Duty	<u>COUNTERESPIONAGE PROBLEMS, (e.g.</u>
Title: <u>      </u>	<u>EXAMINATION OF REASONS FOR FAILURE IN</u>
	<u>A GIVEN SERIES OF OPERATIONS).</u>
	<u>Duty Station, if overseas:</u>
From <u>MAR 51</u> To <u>MAY 52</u> Tot. mos. <u>1</u>	Description of Duties: <u>      </u>
Grade <u>6</u> Salary <u>\$3795</u>	<u>[SAME AS ABOVE]</u>
Office <u>(Time included in above</u>	
Position <u>leave)</u>	
Title: <u>      </u>	
Duty	
Title: <u>      </u>	
	<u>Duty Station, if overseas:</u>
From <u>      </u> To <u>      </u> Tot. mos. <u>      </u>	Description of Duties: <u>      </u>
Grade <u>      </u> Salary <u>      </u>	
Office <u>      </u>	
Position	
Title: <u>      </u>	
Duty	
Title: <u>      </u>	
	<u>Duty Station, if overseas:</u>
From <u>      </u> To <u>      </u> Tot. mos. <u>      </u>	Description of Duties: <u>      </u>
Grade <u>      </u> Salary <u>      </u>	
Office <u>      </u>	
Position	
Title: <u>      </u>	
Duty	
Title: <u>      </u>	
	<u>Duty Station, if overseas:</u>

## SEC. II. WORK EXPERIENCE (CONT'D.)

2. Previous Employment: Describe your previous work experience in sufficient detail to permit full recognition of your qualifications. Include military work experience. List last position first.

From <u>Sept 1946</u> To <u>Jan 1947</u> Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: <u>NONE</u> Employer <u>YALE UNIVERSITY</u> Kind of Business or organization (i.e., paper products mfr, public utility) _____	Exact Title of your position <u>CATALOGUER</u> Description of Duties: <u>- PART-TIME WORK CATALOGUING &amp; INDEXING LETTERS IN CONNECTION WITH YALE EDITION OF THE CORRESPONDENCE OF ABRAHAM LINCOLN - A LARGE-SCALE HISTORICAL PROJECT.</u> Duty Station if overseas: _____
From <u>Aug 44</u> To <u>Feb 46</u> Tot. mo's _____ Classification Grade (if in Federal Service) <u>S-30</u> Salary _____ Number and Class of Employees Supervised: <u>15 LECTURERS</u> Employer <u>US ARMY</u> Kind of Business or organization (i.e., paper products mfr, public utility) _____	Exact Title of your position <u>INFORMATION &amp; EDUCATION SPECIALIST</u> Description of Duties: <u>- AIDED IN SUPERVISING &amp; PLANNING INFO. &amp; EDUCATION PROGRAM AT CAMP PISKEET, VA. DEVELOPED AN AND OFF-DUTY EDUCATIONAL PROGRAMS; TRAINED &amp; SUPERVISED UNIT EDUCATION PERSONNEL; PREPARED LECTURES &amp; DISCUSSION MATERIALS.</u> Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i.e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: <u>- AN HISTORY, CURRENT EVENTS, ETC.; PUBLISHED DAILY NEWS SHEET; WROTE ARTICLES FOR WEEKLY PAPER; LECTURED; BROADCAST DAILY NEWSCASTS; MAINTAINED REFERENCE LIBRARY OF CURRENT INFO.</u> Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i.e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: <u>- INSPECTED AND SUPERVISED EDUCATION LECTURES &amp; CLASSES</u> <u>- PREVIOUSLY DID SIMILAR WORK ON COMPANY LEVEL</u> Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i.e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: _____ _____ _____ _____ Duty Station if overseas: _____

## SEC. II. WORK EXPERIENCE (CONT'D)

3. Special Work Experience: Check any of the following organizations by which you may have been employed.

- |  |  |
|--|--|
| 01 <input type="checkbox"/> U.S. Secret Service          | 24 <input type="checkbox"/> Air Force A-2                |
| 02 <input type="checkbox"/> Civil Police                 | 25 <input type="checkbox"/> Foreign Economic Admin.      |
| 03 <input type="checkbox"/> Military Police              | 26 <input type="checkbox"/> Counter Intelligence Corps   |
| 04 <input type="checkbox"/> U.S. Border Patrol           | 27 <input type="checkbox"/> Immigration & Naturalization |
| 05 <input type="checkbox"/> U.S. Narcotics Squad         | 28 <input type="checkbox"/> Strategic Services Unit      |
| 06 <input type="checkbox"/> FBI                          | 29 <input type="checkbox"/> Foreign Service, State Dept. |
| 07 <input type="checkbox"/> Criminal Investigation Div.  | 30 <input type="checkbox"/> Central Intelligence Group   |
| 21 <input type="checkbox"/> Office of Naval Intelligence | 31 <input type="checkbox"/> Armed Forces Security Agency |
| 22 <input type="checkbox"/> Office of War Information    | 32 <input type="checkbox"/> Coordinator of Information   |
| 23 <input type="checkbox"/> Army G-2                     | 33 <input type="checkbox"/> Office of Facts & Figures    |
| 20 <input type="checkbox"/> Office of Strategic Services | 34 <input type="checkbox"/> Board of Economic Warfare    |
|  | 35 <input type="checkbox"/> Federal Communications Comm. |

## SEC. III. FOREIGN LANGUAGES

List below the foreign languages in which you have some competence. Be sure to include uncommon modern languages. Check (X) your competence and how acquired.

LANGUAGE	COMPETENCE						HOW ACQUIRED				
	Equivalent to Native Fluency *	Fluent but obviously Foreign *	Adequate for Research **	Adequate for Travel	Limited Knowledge		Native of Country	Prolonged Residence	Contact (Parents, etc.)	Academic Study	
FRENCH			X								X
SPANISH			X								X
RUSSIAN					X						X
SWEDISH					X				X		X

\* If you have checked 'Fluent' for a language that has significant difference in spoken and written form (e.g., Arabic), explain your competence herein \_\_\_\_\_

\*\*Specialized Language Competence: Describe ability to do specialized language work involving vocabularies and terminology in the scientific, engineering, telecommunications, and military fields. List the language with the type of speciality. \_\_\_\_\_

FRENCH - HISTORY TERMINOLOGY

RUSSIAN - LARGELY FORGOTTEN THRU NON-USE; CAN BE REFINISHED

#### SEC. IV. AREA KNOWLEDGE

1. List below any foreign countries or regions of which you have knowledge gained as a result of residence, travel or study. Study can mean either academic study, or study of a foreign country resulting from an intelligence, military, commercial or professional work assignment.

Country or Region	Dates of Residence, Study Etc.	Manner in Which Knowledge Was Acquired (check (X) one)		
		Residence	Travel	Study
USSR	1943-44			X
SCANDINAVIA (SWEDEN)	NO SPECIFIC DATES			X

#### 2. Specialized Knowledge of Area

List specialized knowledge of foreign country such as knowledge of terrain, coasts and harbors, utilities, railroads, industries, political parties, etc., gained as a result of study or work assignment. Include name of employer or organization.

Country	Type of Knowledge	How and When Gained
SWEDEN	POLITICAL PARTIES	STUDY, 1946-7
	(LTD)	

#### SEC. V. TYPING AND STENOGRAPHIC SKILLS (PRESENT UTILIZATION)

Skill	Per Cent of Time Used	Not Used	WPM (Approximate Proficiency)	Prefer Assignment Using Skill Often
Typing	1. <input checked="" type="checkbox"/> LTD	2. _____		1. Yes 2. <input checked="" type="checkbox"/> No
Shorthand	1. _____	2. _____		1. Yes 2. No

Shorthand System: 1. Manual 2. Machine 3. Speedwriting.

#### SEC. VI. LICENSES, HOBBIES, SPECIAL QUALIFICATIONS

1. Licenses: List any licenses or certification such as teachers, pilot, marine, etc. <u>None</u>	2. Hobbies: List any hobbies such as sailing, skiing, writing, or other special qualifications. <u>STAMP COLLECTING; MUSIC;</u> <u>READING</u>

#### SEC. VII. PROFESSIONAL AND ACADEMIC HONORS

List any professional or academic associations or honorary societies in which you hold membership. <u>None</u>



# SEC. VIII. PUBLICATIONS

List below the type of writing (non-fiction: professional or scientific articles, general interest subjects, current events, etc; fiction: novels, short stories, etc.) of any published materials of which you were author or co-author.

None

# SEC. IX. INVENTIONS

Describe any devices you have invented as to type of work for which intended and whether patented.

Device	Patented			
None	(1)	Yes	(2)	No
	(1)	Yes	(2)	No
	(1)	Yes	(2)	No

# SEC. X. TESTS (Within present organization)

Describe below the type of tests which you have taken,

Type of Test	Date Taken
GENERAL TESTS TAKEN UPON ASSURANCE ON DUTY	MARCH 1951

# SEC. XI. PHYSICAL HANDICAPS

List any physical handicaps you may have.

None

# SEC. XII. OVERSEAS ASSIGNMENT

Are you willing to accept periodic tour of duty overseas?

(1) 2 year Tour <input checked="" type="checkbox"/>	(2) 4 year Tour <input type="checkbox"/>	(3) Not interested <input type="checkbox"/>
---	--	---

# SEC. XIII. WORK ASSIGNMENT

In view of your total experience and education, for what assignment do you think you are best qualified?

RESEARCH, ANALYSIS, AND EXAMINATION OF INTELLIGENCE DATA. DETERMINING PATTERNS OF INFORMATION BY SYSTEMATIC STUDY OF REPORTS.

~~SECRET~~  
Security Information

## SEC. XIV. MILITARY STATUS

- ### 1. Present Draft Status

Have you registered under the Selective Service Act of 1948? - Yes No.

If yes, indicate your present draft classification S-A (Secret)

- ## 2. Present Reserve or National Guard Status

Do you now have Reserve or National Guard Status Yes ☒ No ☐

If yes, complete the following.

1. ☐ National Guard
2. ☐ Air National Guard
3. ☐ Active Reserve Status (member of organized unit)
4. ☐ Inactive Reserve Status

Service U.S. Army Grade S/2 Serial Number 7732023

Reserve Unit with which currently affiliated

Service Mobilization Assignment, if any

Location of Service Records, if known

## SEC. XV. TRAINING

List the training courses or subjects you have taken in this organization.

Course or Subject	(from) Dates (to)	How
BASIC ORIENTATION (INTELLIGENCE) COURSE	APRIL - MAY 1951	4 wks
OPERATIONS COURSE	MAY - JUNE 1951	4 wks
ADVANCED OPERATIONS COURSE	JUNE - JULY 1951	3 wks
COURSE ON FUNCTIONS OF CIA COMPONENTS, ETC	AUG 1951	1 wk

## SEC. XVI. REMARKS

Use this space to indicate any other qualifications you may have which you do not describe above.

*(This area contains horizontal ruling lines.)*

DATE 14 November 1952

SIGNATURE Lee H. Wigren

## REPORT OF QUALIFICATIONS

NOTE: THIS REPORT MUST NOT BE DISCUSSED WITH APPLICANT OR EMPLOYEE.

Limbacher

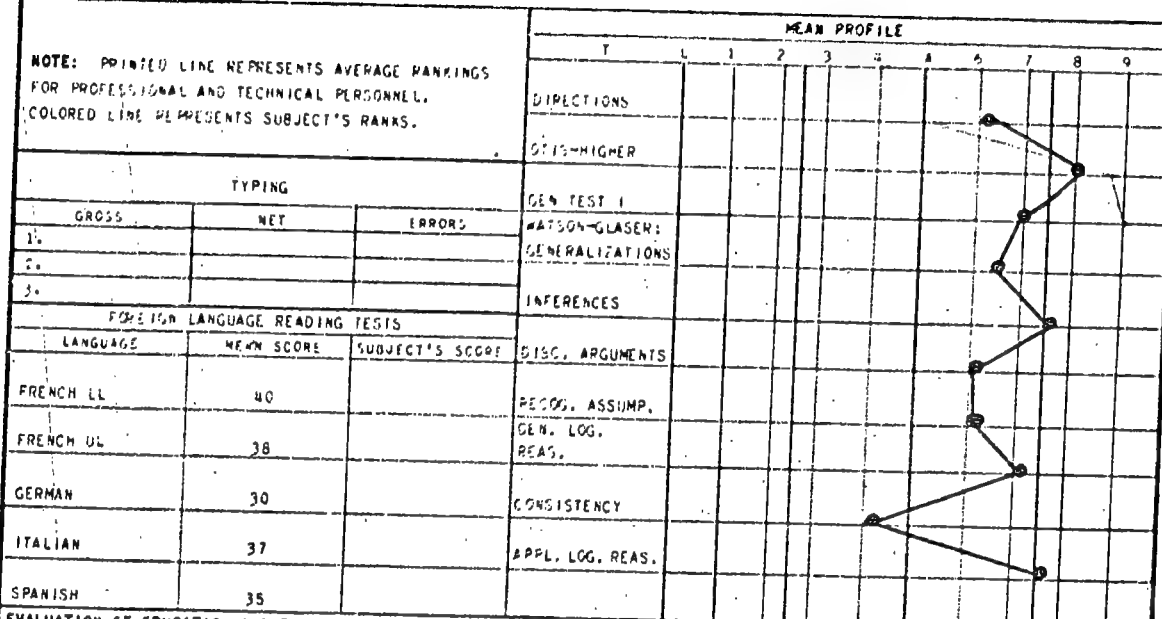
NAME OF EMPLOYEE (OR APPLICANT)

WILGREN, Leo H.

THIS DATE

November, 1950

## TEST RECORD

NOTE: PRINTED LINE REPRESENTS AVERAGE RANKINGS  
FOR PROFESSIONAL AND TECHNICAL PERSONNEL.  
COLORED LINE REPRESENTS SUBJECT'S RANKS.

## EVALUATION OF EDUCATION AND EXPERIENCE

TYPE OF POSITION	OUTSTANDING	SUPERIOR	ADEQUATE	WEAK	INADEQUATE
EDUCATION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIRECT EXPERIENCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INDIRECT EXPERIENCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EDUCATION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIRECT EXPERIENCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INDIRECT EXPERIENCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EDUCATION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIRECT EXPERIENCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INDIRECT EXPERIENCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

QUALIFICATIONS TECHNICIAN

SECRET

(WHEN FILLED IN)

Wigren, Lee

# QUALIFICATIONS SYSTEM RECORD CHANGE

## APPLICANT CODING DATA

1. ID	2. APPL. NO.	3. NAME
< 2	12-DIGITS	MUST CONTAIN 20-DIGITS
4. DATE OF BIRTH	5. DATE CODED	THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.
MO DA YR	MO DA YR	

## LANGUAGE CODING DATA - FORM 444c

1. ID	2. EMPLOYEE NO.	3. NAME	4. LANGUAGE DATA CODE
< 3		3-LETTERS	BASE CODE R W P S U T YR
5. DATE SUBMITTED	6. DATE OF BIRTH	WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)	
MO DA YR	MO DA YR		

## LANGUAGE PROFICIENCY TEST DATA

1. ID	2. EMPLOYEE NO.	3. NAME	4. CODE	5. LANGUAGE DATA BEFORE TEST
< 5	446198	WIG	C-A-D	BASE CODE R W P S U T YR
6. LANGUAGE DATA AFTER TEST			7. DATE OF TEST	DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA. 7 APR 1967
BASE CODE R W P S U T YR			MO DA YR	
BF45 7 7 8 4 7 4 66			11 17 66	

29 MAR 1967

The authorization to process this employee's disclaim of proficiency in the language factors indicated on this form is contained in a memorandum on file and designated "Language Proficiency Disclaim File", located in the Qualifications Analysis Branch, Office of Personnel.

SECRET

(WHEN FILLED IN)

Wigman, Lee

## QUALIFICATIONS SYSTEM RECORD CHANGE

## AFFICANT CODING DATA

1. ID 2	2. APPL. NO. 6-DIGITS	3. NAME MUST CONTAIN 20-DIGITS
4. DATE OF BIRTH MO DA YR	5. DATE CODED MO DA YR	THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.

## LANGUAGE CODING DATA - FORM 1111c

1. ID 3	2. EMPLOYEE NO.	3. NAME 3-LETTERS	4. LANGUAGE DATA CODE BASE CODE R W P S U T YR
5. DATE SUBMITTED MO DA YR	6. DATE OF BIRTH MO DA YR	WHEN FORM 1111c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)	

## LANGUAGE PROFICIENCY TEST DATA

1. ID 5	2. EMPLOYEE NO. 66198	3. NAME WIG	4. CODE C-A-D C	5. LANGUAGE DATA BEFORE TEST BASE CODE R W P S U T YR BK50 3 1 7 0 0 4 65
6. LANGUAGE DATA AFTER TEST BASE CODE R W P S U T YR BK50 7 0 7 0 0 4 66			7. DATE OF TEST MO DA YR 11 17 66	DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA. 2 APR 1967

26 MAR 1967

The authorization to process this employee's disclaimer of proficiency in the language factors indicated on this form is contained in a memorandum on file and designated "Language Proficiency Disclaim File", located in the Qualifications Analysis Branch, Office of Personnel.

QUALIFICATIONS SYSTEM RECORD CHANGE

ADJUDICATING DATA

1. ID	2. APPL. NO.	3. NAME
< 2	C-DIGITS	LAST CONTAIN 20-DIGITS
4. DATE OF BIRTH		5. DATE EXPIRED
MO	DA	YR

THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN A NEW APPL. CARD FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1242, MASTER QUALIFICATION RECORD NO RECORD.

LANGUAGE RECORD DATA - FORM 1242

1. ID	2. EMPLOYEE NO.	3. NAME	4. LANGUAGE DATA CODE
< 3		3-LETTERS	BASE CODE R W P S U T YR
5. DATE SUBMITTED		6. DATE OF BIRTH	
MO	DA	YR	NO DA YR

WHEN FORM 1242 DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO-LANGUAGE" (12-DIGITS)

LANGUAGE PROFICIENCY TEST DATA

1. ID	2. EMPLOYEE NO.	3. NAME	4. CODE	5. LANGUAGE DATA BEFORE TEST						
< 5	446192	WIG	C	BASE CODE R W P S U T YR						
6. LANGUAGE DATA AFTER TEST				7. DATE OF TEST						
BASE CODE	R	W	P	S	U	T	YR	NO	DA	YR
BK5	3	1	7	0	0	4	65	07	30	65

DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA.

3 NOV 1965

The authorization to process this employee's disclaim of proficiency in the language factors indicated on this form is contained in a memorandum on file and designated "Language Proficiency Disclaim File", located in the Qualifications Analysis Branch, Office of Personnel.

SECRET  
(When Filled In)

# VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters

EMPLOYEE SERIAL NO.	NAME OF EMPLOYEE			OFFICE/COMPONENT
1-4	LAST	FIRST	MIDDLE	25-28
006198	Wigren	Lee	H.	RR

## INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

## PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL			DEPARTURE			COUNTRY	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - PCS (Basic)	77	78-29	30-31	32-33	34-35	36-37	38-39	40-47	
2 - CORRECTION									
3 - CANCELLATION									

## TDY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE			RETURN			AREA(S)	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - TDY (Basic)	77	28-29	30-31	32-33	34-35	36-37	38-39	40-47	
2 - CORRECTION	2	10	13	66	11	13	66	AF	
3 - CANCELLATION								803	

## SOURCE OF RECORD DOCUMENT

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS ON TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

AP-69-67

DOCUMENT DATE/PERIOD

13 October - 13 November 1966

REMARKS

PREPARED BY		REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
<input checked="" type="checkbox"/> OSA		DATE	SIGNATURE
<input checked="" type="checkbox"/> C & L DIVISION			
<input checked="" type="checkbox"/> C & T DIVISION			

FORM 1451a PREVIOUS EDITIONS

SECRET

GROUP 1  
Excluded from automatic  
downgrading and declassification

(4-10)

OFFICE OF LOGISTICS

Office of Logistics  
Training Report

THE PRINTING SERVICES COURSE

Lee H. Wigren

OS-12

SR/DTP

has participated in the Office of Logistics sponsored training program, the Printing Services Course. The course program was completed on a part-time basis during the period 18 thru 20 October 1960, and consisted of 17 hours of classroom instruction, including an orientation tour of the Agency printing plant.

The program is primarily designed to contribute to the general background and knowledge of Agency printing responsibilities; to acquaint Agency personnel with the policies, functions and organization of CIA printing and reproduction services; to place an emphasis on printing, printing costs and cost estimating; various printing and photographic procedures are explained.

#### CERTIFICATE OF COURSE COMPLETION

The above named individual has regularly attended the program.

*Leo Telro*

DDO 1-405112

Logistics Training Officer

LOGISTICS TRAINING  
October 1960

CIA INTERNAL USE



CONFIDENTIAL  
(When Completed)

Date 1 June 1960

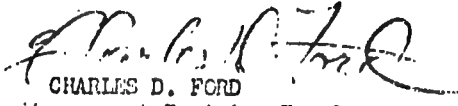
MEMORANDUM FOR RECORD

THROUGH: Staff Training Officer

SUBJECT: Completion of Management Conference

1. Lee H. Wigren has completed a Management Conference conducted for SR from 9 - 20 May 1960
2. The conference covered 40 hours of group discussions, lectures, and selected readings concerning problems of Agency management at the middle levels. The individual named completed all conference assignments. No grade has been given since no evaluation is made of any individual's performance in this conference.

FOR THE DIRECTOR OF TRAINING:

  
CHARLES D. FORD  
Chief, Management Training Faculty

CONFIDENTIAL  
(When Completed)

~~SECRET - EYES ONLY~~

TECHNICAL SERVICES STAFF  
TRAINING DIVISION EVALUATION

## PHOTO 1 - Basic Photography

NAME: Wipron, Leo W.

OFFICE: STAFF: II DIV: 44 BRANCH: DATES TRAINED: from Nov. 1956 to 7 Dec. 1956

The course is primarily designed to develop skills. Several subjects, however, (such as telephoto lenses, stereo photography etc.) are covered only briefly and the purpose in these subjects is merely to impart an understanding, and not a skill.

This form, therefore, evaluates:

- a. The student's level of understanding (signified by the letter "U") or  
b. The degree of skill attained (signified by the letter "S") -

whichever is applicable.  $\square$

## 1 Basic photographic theory and practices

### A. Manipulation of camera

1. Leica (S) \_\_\_\_\_  
2. Signet (S) \_\_\_\_\_  
3. Camera focusing (S) \_\_\_\_\_

### B. Depth of Field scales (1)

### C. Relationship of aperture to shutter speeds (U)

## II Processing and Printing:

- A. Developers, hypo, washing, drying (S) \_\_\_\_\_
- B. Loading NIKOR film developing tank (S) \_\_\_\_\_
- C. Use and function of the enlarger (S) \_\_\_\_\_
- D. Contrast papers - selection of proper paper for a particular negative (S) \_\_\_\_\_
- E. Print control (S) \_\_\_\_\_

### III Use of filters: (U)

#### IV Use of exposure meter. (1)

### V Indoor photography:

- F. Employing accessory room lighting for ID pictures (S) \_\_\_\_\_

[illegible]

SECRET - EYES ONLY

SECRET-EYES ONLY

## VI Document copying

- A. Techniques (S) \_\_\_\_\_  
 B. Equipment (S) \_\_\_\_\_  
 C. Selection of film (S) \_\_\_\_\_  
 D. Developing and Printing (S) \_\_\_\_\_

## VII Telephoto, wide angle lenses, stereo photography (U) \_\_\_\_\_

## VIII Reflex Copy Printing:

- A. Use of permanent photo lab printing box (S) \_\_\_\_\_  
 B. Use of portable "Contura" unit (S) \_\_\_\_\_  
 C. Adaptation of "Contura" unit to  
 clandestine needs (U) \_\_\_\_\_

IX Graphics Registry/OCD - Understanding of what is  
 necessary in a photograph in order to be of use  
 to Graphics Registry (U) \_\_\_\_\_

## OBSERVED GENERAL TRAITS &amp; CHARACTERISTICS

- I General Quality of prints \_\_\_\_\_  
 II Choice of subject matter - organization and composition \_\_\_\_\_  
 III Quality of darkroom work (cleanliness, neatness, etc.) \_\_\_\_\_  
 IV Attitude toward subject matter \_\_\_\_\_

REMARKS:

Test Guide: \_\_\_\_\_

APPROVED:

C/TSS/Training Division

*Henry B. Worrell*  
 Instructor

SECRET-EYES ONLY

00000

Wigron, Leo H.

Instruction was given in general photography, and its application to the specific problems of ground intelligence photography, document copying with two methods, casing, fixed and mobile surveillance, available light, small object and ID photography and photography in room search.

This student is well organized in his work and has a fine foundation for the work he will be called upon to do. Currently he should be able to handle similar assignments intensified in the field and with additional practice and experience is capable of applying photography widely and in a more technical situation.

SECRET

SECRET  
(When Filled In)

CAREER PREFERENCE OUTLINE			
<p>This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.</p> <p style="text-align: center;">- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -</p>			
SECTION A. GENERAL			
1. NAME OF EMPLOYEE (Last-First-Middle) <b>WIGREN, Lee H.</b>	2. DATE OF BIRTH <b>1 Dec 1923</b>	3. SERVICE DESIGNATION <b>DI</b>	4. GRADE <b>GS-11</b>
5. ORGANIZATIONAL TITLE <b>Intelligence Officer</b>	6. POSITION TITLE <b>Intelligence Officer</b>	7. OCCUPATIONAL CODE <b>WE</b>	8. OFFICE OF ASSIGNMENT <b>WE</b>
SECTION B. CAREER INTERESTS			
<p>9. GENERAL TYPE OF ACTIVITY</p> <p><b>FI Operations</b></p>			
<p>10. SPECIFIC TYPE OF ACTIVITY (Including assignments)</p> <p>A. IMMEDIATE (Within next 1 to 2 years)</p> <p>Assignment to <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span></p> <p>B. LONG-RANGE (Within next 3 to 5 years)</p> <p>Reassignment to Headquarters Desk within WE/1</p>			
SECTION C. TRAINING			
<p>11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING</p> <p>A. IMMEDIATE (Within next 1 to 2 years)</p> <p><b>CE Operations, 0.4</b>  <b>Communist Party Organization and Operations, C.2</b>  <b>Information Reporting, Reports &amp; Requirements, 0.25</b>  <b>Secret Writing, T.9</b>  <b>Audio Surveillance, T.6</b></p> <p>B. LONG-RANGE (Within next 3 to 5 years)      <b>Language Study</b></p>			
12. ADDITIONAL COMMENTS			
<p>I recognize that the implementation of my career preferences must depend upon the needs of the organization. I understand that my performance, capabilities and interests will be given due consideration.</p>		13. DATE COMPLETED <b>20 Nov 56</b>	14. SIGNATURE OF EMPLOYEE <b>See Item 21</b>

SECRET  
(When Filled In)

SECTION D.		COMMENTS BY SUPERVISOR	
15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE			
16. RELATIVE TO TRAINING FOR EMPLOYEE			
17. TYPED OR PRINTED NAME OF SUPERVISOR		18. SIGNATURE	
19. TITLE		20. DATE	
SECTION E.		FOR USE OF CAREER SERVICE	
21. COMMENTS			
<p>Detailed Individual Career Plan approved by FI Panel on file in FI Career Management Office, 2048 L</p>			
22. TYPED OR PRINTED NAME		23. SIGNATURE	
Robert A. Skeels		Robert A. Skeels	
24. TITLE <input checked="" type="checkbox"/> Career Management Officer		25. DATE	
		13 FEB 1957	
LEAVE BLANK			

SECRET

$\frac{d}{dt} \left( \frac{\partial L}{\partial \dot{x}} \right) = \frac{\partial L}{\partial x}$

NAME: **Leo WIGREN**

ST. LOUIS LE/FI

\_\_\_\_\_ **Radio Audio**

2 - 16 November 1956

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1.	Explanation of Principles	Good
2.	Strengths and Interest	Good
3.	Conceptual Approach to Subject	Good
4.	Human Dignity	Good
5.	How to work	Good
6.	Activities	Good
7.	Michael's Potential	Good

1047: "Tactical" can refer only to an estimate of the need and ability the student might acquire after classroom instruction and practice, it is not an estimate of his current level of performance.

Ref. No. 100-473700, Sub. Page 1001

Please return this copy of this form to THE FBI by FIRST class mail.  
Please enclose three copies of your letter to USDO for a copy distribution

1979. *Journal of the Royal Society of Medicine*, 72, 103-107.

1. The above mentioned Volume 9 of the  
1. "Gleaner" is being taken into custody  
off Captain  
Office of the Bureau.

2014-2015

- Center Staff Director Office
- Division Training Liaison Office
- TSS/HR

Instructor

S-E-C-R-E-T

TO: Registrar, Office of Training

I certify that I completed the Cable Writing Refresher No. 8  
on 27 June 56.

LEE H. WIGGINS UE  
Name (Please Print) Staff or Division

S-E-C-R-E-T



S-E-C-R-E-T

## TRAINING EVALUATION

Advanced Counterespionage Course No. 1

<u>WIGREN, Leo H.</u>	<u>M</u>	<u>4-15 Oct. '54</u>
Name	Sex	Date of Course
<u>12/1/23</u>	<u>3/51</u>	<u>GS-9</u>
Date of Birth	UCD	Grade or Rank
		<u>DDP</u>
		Office

Research and analysis - Intelligence OfficerProjected Assignment or Present Position

1. The Advanced Counterespionage Course is a specialized course of two weeks' duration designed for CE specialists and their supervisors. The Basic CE Course or equivalent experience is a normal prerequisite for entry into the Advanced CE Course. The course is conducted on a seminar, round-table basis. Emphasis is placed on student participation during staff and guest lectures. Time is allotted for reading the extensive material provided.

2. Specialized techniques of CE operations are emphasized. Counterespionage aspects of double agent operations, liaison situations, and defection are examined in detail. Special attention is given to the structure and modus operandi of Soviet and Satellite internal and external clandestine services. Similar studies are made of the Western Services, as they currently exist and as they may affect Agency operations.

3. Each student is required to give a presentation before the class. This hour-long presentation is based on a problem assignment given the student by the staff. Exception is made where students have the field or headquarters experience in CE or a related field; such a student is permitted to give a one-hour lecture based on specific experience. The "canred" problems are selected to test students' ability to do CE research, collate, make logical analyses, and present ideas effectively to a seminar group.

4. This evaluation is based primarily on the student presentation, and to a lesser degree on participation in seminar discussions when conducted by the staff.

S-E-C-R-E-T

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1. Mr. Wigren ranked in the top bracket of a strong class. He contributed effectively in seminar discussions. He appeared to be alert, and to have a good grasp of CE fundamentals.
2. Mr. Wigren's presentation dealt with his basic assignment in Staff C. The presentation was well organized and was a major contribution to the class's CE background.
3. In my opinion, Mr. Wigren has the background and grasp of CE principles adequate for a CE case officer and analyst.

2  
GHOSH ZCCEY

SECRET

# TRAINING EVALUATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may, within his discretion, show it to other members of his staff, the report should never be shown to the student whom it concerns.

2. The report summarizes the findings, observations and opinions of the various instructors during the course listed only, with no reference to other facts or findings about the student. More complete data is available in the files of the Training Division and may be examined after contacting the Records and Scheduling Officer.

STUDENT'S NAME Leo Robert Wigren DATE OF REPORT 8 June 1951  
 TRAINING COURSE Operations DIVISION CSO GRADE GS-6  
 TRAINING PERIOD 7 May - 2 June 1951 PROJECTED ASSIGNMENT Clerk AGE 27

1. PERFORMANCE RECORD. The following grades show the achievement of the student in class problems and examinations. The total possible score is broken down to indicate the relative weighting of various factors. The overall adjectival rating is based on the following scales: 0 to 59% unsatisfactory; 60 to 79% satisfactory; 80 to 89% excellent; 90 to 100% superior.

	Possible Score	Achieved Score
(1) Comprehension of basic principles of clandestine operations . . . . .	(40)	25 Sat.
(2) Use of tradecraft (ability to apply principles of clandestine operations) . . . . .	(50)	30 Sat. -
(3) Ability to evaluate operational data . . . . .	(20)	12 Sat. -
(4) Ability to use operational data . . . . .	(20)	11 Med. +
(5) Planning . . . . .	(30)	19 Sat.
(6) Personality analysis . . . . .	(20)	14 Sat.
(7) Personality manipulation . . . . .	(30)	35 Sat.
(8) Adaptability to operational emergencies . . . . .	(30)	20 Sat.
(9) Attention to detail . . . . .	(20)	12 Sat. -
(10) Organization and presentation of written operational material . . . . .	(20)	13 Sat.
TOTAL	(300)	191
Overall adjectival rating . . . . .	Satisfactory 64%	

2. TRAIT CHARACTERISTICS RECORD. The following indicates the various personality traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations. A scale of 0 to 10 is used, 0 indicating that the trait has not been observed, the lower numbers indicating below average, and the higher indicating above average.

	Rating
(1) Ability to get along and work with people . . . . .	
(2) Ability to grasp instructions . . . . .	
(3) Enthusiasm and interest in work . . . . .	
(4) Industriousness . . . . .	
(5) Practical intelligence . . . . .	
(6) Astuteness . . . . .	
(7) Adaptability . . . . .	
(8) Effectiveness . . . . .	
(9) Stability . . . . .	
(10) Initiative . . . . .	
(11) Imagination . . . . .	
(12) Ability to handle and direct people . . . . .	

See Attachment

3. COMMENT. (To be used only in cases of outstanding strengths or weaknesses)

APPROVED.

REVIEWED.

FORM NO. 51-86  
JAN 1950

SECRET

Lee H. Hagen  
Grade: 105-6

SECRET

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2. TRAIT RECORD. The following indicates the various traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations.

1. UNDERSTANDING INSTRUCTIONS

Not observed \_\_\_\_\_

1	2	3	4	5
Misunderstood instructions completely on more than one occasion.	Was very slow to grasp instructions. Often requested additional explanation or repetition.	Understood instructions if given in detail.	Did not require a detailed explanation.	Grasped instructions quickly, completely, accurately.

2. PLANNING WORK

Not observed \_\_\_\_\_

1	2	3	4	5
Got in serious difficulty because of failure to plan work.	Planned inadequately.	Made plans which permitted adequate implementation of a project.	Gave evidence of careful, thoughtful, planning.	Planned thoroughly, allowed for almost all contingencies.

3. ABILITY TO WRITE

Not observed \_\_\_\_\_

1	2	3	4	5
Seemed unable to express thoughts clearly in written form.	Was weak in expressing thoughts clearly in written form.	Written work showed no significant weakness.	Displayed ability to express thoughts thoroughly in written form.	Was outstanding in ability to express ideas in clear, correct, coherent manner.

4. ATTENDING TO DETAIL

Not observed \_\_\_\_\_

1	2	3	4	5
Written and oral work suffered seriously from constant inattention to details.	Work frequently marred by careless or imprecise treatment of significant detail.	Work showed acceptable attention to significant detail.	Careful handling of significant detail.	Work was consistently outstanding for precise, accurate handling of detail.

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## 1. CREATIVE IMAGINATION

Not observed

1  
Lacked sufficient imagination to invent ideas in situations in which it was required.

2  
Showed only a very limited degree of constructive imagination.

3  
Showed sufficient constructive imagination to meet most school situations adequately.

4  
Demonstrated the possession of creative ability to a greater than average degree.

5  
Outstandingly creative, inventive, or original.

## 2. FLUENCY OF ORAL EXPRESSION

Not observed

1  
Unable to express self clearly. Presented ideas in a garbled and incoherent fashion.

2  
Lacked fluency or ease in his speech, but meaning usually clear.

3  
Displayed reasonable facility in oral expression.

4  
Spoke confidently, conveying ideas clearly and readily.

5  
Outstanding in fluency and clarity of oral expression.

## 3. EFFORT

Not observed

1  
Work was unsatisfactory as a result of insufficient application of time and effort.

2  
Applied minimum amount of time and effort necessary to satisfactorily accomplish assigned work.

3  
Showed adequate compliance as regards time and effort for accomplishment of assigned work.

4  
Volunteered greater time and effort than is normally expected in this course.

5  
Was unusually industrious, giving generously of time, effort and interest.

## 4. INITIATIVE

Not observed

1  
Failed to act without being specifically instructed to do so.

2  
Occasionally acted on his own.

3  
Usually took steps to implement ideas.

4  
Usually displayed enthusiasm and aggressiveness.

5  
Displayed unusual energy, enthusiasm and aggressiveness.

## 5. PERSISTENCE IN EFFORTS

Not observed

1  
Gave up as soon as he met opposition or difficulties in pursuing his objective.

2  
Gave up after several attempts had failed.

3  
Surmounted minor difficulties, but was slowed by severe opposition.

4  
Was slowed only by severe opposition.

5  
Persisted in his efforts to achieve objectives despite repeated setbacks or severe opposition.

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## 10. ENTHUSIASM AND INTEREST IN THE WORK

Not observed \_\_\_\_\_

1  
Displayed no indication of genuine interest in the subject.

2  
Appeared only mildly interested in the subject.

3  
Displayed definite interest in making this sphere of activity his career.

4  
Displayed unusual enthusiasm and interest.

5  
Displayed exceptional enthusiasm and intense interest.

## 11. ABILITY TO GET ALONG WITH ASSOCIATES

Not observed \_\_\_\_\_

1  
Frequently alienated associates.

2  
Was noticeably lacking in:  
a. sociability  
b. consideration of others  
c. cooperativeness.

3  
Reasonably sociable, considerate and cooperative vis-a-vis associates.

4  
Displayed definite  
a. sociability  
b. consideration of others  
c. cooperativeness.

5  
Unusually sociable, considerate and cooperative vis-a-vis associates.

## 12. LEADERSHIP

Not observed \_\_\_\_\_

1  
Appeared to withdraw from group activities to a marked degree even when requested to take part.

2  
Took little part in group activities.

3  
Normally participated within the group.

4  
Displayed leadership ability on several occasions.

5  
Consistently assumed leadership in group activities.

## 13. TACT

Not observed \_\_\_\_\_

1  
Markedly blunt and indiscreet

2  
Occasionally said or did something which induced an unfavorable reaction.

3  
Reasonably discreet.

4  
Had good discernment for the appropriate thing to say or do.

5  
Consistently demonstrated keen perception for fitting speech or conduct.

## 14. PERSUASIVENESS

Not observed \_\_\_\_\_

1  
Did not influence the thinking and actions of others

2  
His opinions rarely affected his associates.

3  
Was fairly successful in selling a point or himself.

4  
Was very good at influencing others by his own personality and thinking.

5  
Was outstanding in ability to command respect and attention through his personality and thinking.

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15. COMMON SENSE

Not observed \_\_\_\_\_

1	2	3	4	5
Displayed lack of common sense.	Displayed inconsistencies in judgment.	Usually displayed sound judgment.	Consistently displayed sound judgment.	Displayed outstanding ability to make sound decisions.

16. ASTUTENESS

Not observed \_\_\_\_\_

1	2	3	4	5
Appeared glibble and naive.	Lacked adequate skepticism and discernment.	Displayed adequate discernment and skepticism.	Displayed above average perspicacity and skepticism.	Displayed exceptional shrewdness and perspicacity.

17. ABILITY TO LEARN

Not observed \_\_\_\_\_

1	2	3	4	5
Showed no improvement during course of instruction.	Improvement was slow and laborious.	Assimilated course material in satisfactory fashion.	Showed marked improvement during progress of instruction.	Despite lack of previous experience displayed unusual ability to assimilate course material.

18. ADAPTATION TO TRAINING

Not observed \_\_\_\_\_

1	2	3	4	5
Did not adjust to training program. Remained disorientated, an outsider.	Accepted training but with reluctance.	Adapted himself to most aspects of training.	Accepted the training situation with good spirit.	Accepted training with obvious enthusiasm.

A rating of 3 in personality traits is considered average for a CIA operations officer.

NOTE: For remarks see page 6.

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# TRAINING EVALUATION

(STAFF ORIENTATION)

1. The official to whom this report is entrusted is personally responsible for it. Although he may, within his discretion, show it to other members of his staff, the report should never be shown to the student whom it concerns.
2. The report summarizes the test results, observations and opinions of the various instructors for the course listed only. More complete data is available in the files of the Training Division and may be examined after contacting the Records and Scheduling Officer. Any questions as regards the evaluation of this student should be referred to the Chief, Records and Evaluation, TRD.

STUDENT'S NAME Loe Hobart Warren DATE OF REPORT 28 April 1951

TRAINING COURSE STAFF ORIENTATION 24 DIVISION CSG/STC AGE 27 GRADE CS-6

TRAINING PERIOD 2 - 27 April 1951 PROJECTED ASSIGNMENT Clerk

1. PERFORMANCE RECORD. The following grades show the achievement of the student in class problems and examinations. The total possible score is broken down to indicate the relative weighting of various factors. The overall adjectival rating is based on the following scale: 0 to 65% unsatisfactory; 66 to 75% satisfactory; 76 to 85% excellent; 86 to 100% superior.

Problems	Possible Score	Achieved Score	Percentage Score
(1) Editing of information - - - - -	(20)	14.9	75
(2) Reporting of information - - - - -	(10)	29.1	73
(3) Message writing - - - - -	(20)	14.3	72
(4) Interviews: Procurement of information - - - - -	(30)	21.3	71
(5) Interviews: Personality handling - - - - -	(30)	23.2	77
(6) Mapping and sketching - - - - -	(20)	15.7	79
(7) Observation and description - - - - -	(10)	7.9	79
(8) Security Problems - - - - -	(5)	4.3	85
<u>Objective Tests</u>			
(9) Intelligence Tools and Objectives - - - - -	(30)	22.2	74
(10) Reporting Mechanics - - - - -	(20)	16.6	83
(11) USSR and Communism - - - - -	(75)	64.5	86
TOTAL	(300)	234.0	78.0
Overall adjectival rating - - - - -	Excellent		

2. TRAIT RECORD. The following indicates the various traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations:

## 1. UNDERSTANDING INSTRUCTIONS

Not observed	1	2	3	4	5
Misunderstood instructions completely on more than one occasion.		was very slow to grasp instructions. Often requested additional explanation or repetition.	understood instructions if given in detail.	Did not require a detailed explanation.	Grasped instructions quickly, completely, accurately.

## 2. PLANNING WORK

Not observed	1	2	3	4	5
Got in serious difficulty because of failure to plan work.		Planned inadequately for the effective carrying out of a project.	Made plans which did not hinder the satisfactory completion of a project.	Gave evidence of careful, thoughtful planning.	Planned thoroughly, allowed for all contingencies.

## 3. ATTENDING TO DETAIL

Not observed	1	2	3	4	5
Written and oral work suffered seriously from constant inattention to details.		work frequently marred by careless or imprecise treatment of significant detail.	work showed acceptable attention to significant detail, but contained a number of minor errors.	Careful handling of significant detail, with occasional lapses of a minor nature.	work was outstanding for precise, accurate handling of detail at all times.

## 4. ABILITY TO WRITE

Not observed	1	2	3	4	5
Seemed unable to express thoughts clearly or correctly in written form.		weak in English usage. Frequent grammatical or spelling errors.	written work mechanically correct, but poorly organized.	written work showed no significant weakness.	Outstanding in ability to express ideas in clear, correct, coherent manner.

## 5. PERSEVERING IN EFFORTS

Not observed	1	2	3	4	5
Gave up as soon as he met opposition or difficulties in pursuing an objective.		Gave up after several attempts had failed.	Surmounted minor difficulties, but stopped by severe opposition.	Renewed his efforts after a major setback.	Persisted in his efforts to achieve objectives despite repeated setbacks or severe opposition.

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6. CONSTRUCTIVE IMAGINATION  
Not observed1  
Devoid of imagination or inventiveness in approach to problems.2  
Showed only a very limited degree of imagination.3  
Showed sufficient imagination to meet most school situations adequately.4  
Demonstrated the possession of creative ability to a greater than average degree.5  
Outstandingly creative, inventive, or original.7. FACILITY OF ORAL EXPRESSION  
Not observed1  
Unable to express self clearly. Presented ideas in a groping and incoherent fashion.2  
Lacked fluency or ease in his speech, but meaning usually clear.3  
Displayed reasonable facility in oral expression.4  
Spoke confidently, conveying ideas clearly and readily.5  
Outstanding in fluency and clarity of oral expression.8. FORCEFULNESS  
Not observed1  
Was not able to project his own personality and ideas to others.2  
Rarely convinced anyone of his point.3  
Was fairly successful in selling a point or himself.4  
Was able to influence or control others through his personality and thinking.5  
Outstanding in ability to command attention and respect through personal forcefulness.9. ADAPTATION TO TRAINING  
Not observed1  
Did not adjust to training program. Remained disorientated, an outsider.2  
Accepted training, but with reluctance.3  
Adapted himself to most aspects of training.4  
Accepted the training situation with good spirit.5  
Accepted training with obvious enthusiasm.10. TACT  
Not observed1  
Continually alienated others by indiscreet actions or words.2  
Occasionally said or did something which induced an unfavorable reaction.3  
Not skilled, but avoided arousing antagonism in dealing with others.4  
Had good discernment for the appropriate thing to say or do.5  
Showed keen perception for fitting speech or conduct at all times.

## 3. REMARKS:

APPROVED.

*L. B. Challoross*  
CHIEF, STR

CHIEF INSTRUCTOR

REVIEWED.

*R. Kingsley*  
CHIEF, RES

A. RAW TEST DATA

TYPE OF TEST	RAW SCORE	PERC. TILE	TYPE OF TEST	RAW SCORE	PERC. TILE	TYPE OF TEST	RAW SCORE	PERC. TILE
DIRECTIONS			DIRECTIONS	76	52	AREA INFO (AFFAIRS)		
DAT: CLERICAL			OTIS-HIGHLY	66	87	AREA INFO (PEOPLE)		
SPELLING			GEN. TEST I	68	90	BENNETT LIBRARY INFO		
SENTENCES			LA-5			CIA CLASSIF. I		
NUMERICAL AB.			FRENCH LL			CIA CLASSIF. II		
ABSTR. REAS.			FRENCH UL			CORR. AND EFF. OF EXP.		
SPACE REL.			GERMAN LL			OSU TEST: FORM		
VERB. REAS.			ITALIAN LL			TECHNICAL READING		
MECH. REAS.			SPANISH LL			WATSON-GLASER:		
SUPV. TEST: FORM						GENERALIZATIONS		
ORAL DIRECTIONS TEST						INFERENCES		
						DISC. ARGUMENTS		
						RECOG. ASSUMPTIONS		
						GEN. LOG. REAS.		
						CONSISTENCY		
						APPL. LOG. REAS.		
DATE	TYPING		SHORTHAND					
	GROSS NET ERRORS		1	2	3	TOTAL TIME		
Nov. 50								

B. PERSONAL DATA

AGE	SEX		STATUS		EDUCATION				MAJOR
	M	F	NEW	EMP.	ELEM.	H.SCH.	COL.	DEG.	
26	X		X						Linbocker
NAME (LAST, FIRST, MIDDLE INITIAL)					SERVICE GRADE		POSITION		
WIGGEM, Leo H. (5244)					G.S. 5		Intelligence Officer		

# TEST RECORD

NOTE: DOTTED LINE REPRESENTS AVERAGE RANKINGS FOR PROFESSIONAL AND TECHNICAL PERSONNEL. SOLID LINE REPRESENTS SUBJECT'S RANKS.

TYPING			PROFILE											
SCORES	NET	ERRORS	T	L	1	2	3	4	A	6	7	8	9	10
1.			DIRECTIONS											
2.			OTIS-HIGHER											
3.			GEN. TEST I											
FOREIGN LANGUAGE READING TESTS			WATSON-GLASER:											
LANGUAGE	MEAN SCORE	SUBJECT'S SCORE	GENERALIZATION											
FRENCH CC	40		INFERENCES											
FRENCH CC	38		DISC.											
GERMAN	30		ARGUMENTS											
ITALIAN	37		RECOG. ASSUMP.											
SPANISH	35		GEN. LOG. REAS.											
			CONSISTENCY											
			APPL. LOG. REAS.											

37-703 Limbocker 9 Nov 45

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SECTION 91		SECTION 92	
SECTION 93		SECTION 94	
SECTION 95		SECTION 96	
SECTION 97		SECTION 98	
SECTION 99		SECTION 100	

SECRET

(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST
2. NAME (Last, First, Middle) <b>Wigren, Lee H.</b>		<b>9 October 1975</b>
3. OFFICE DIVISION BRANCH <b>DDO/CI Staff/R&amp;A</b>		4. POSITION TITLE <b>Ops Officer</b>
		5. GRADE <b>GS-13</b>
		6. EMPLOYEE'S EXT. <b>6947</b>
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT <input type="checkbox"/> ENTRANCE ON DUTY <input checked="" type="checkbox"/> TDY STANDBY <input type="checkbox"/> SPECIAL TRAINING <input type="checkbox"/> ANNUAL <input type="checkbox"/> RETURN TO DUTY <input type="checkbox"/> FITNESS FOR DUTY <input type="checkbox"/> MEDICAL RETIREMENT		
<input type="checkbox"/> HQS/TDY <input type="checkbox"/> OVERSEAS ASSIGNMENT		
ETD STATION TDY OR PCS TYPE OF COVER NO. OF DEPENDENTS TO ACCOMPANY NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY ATTACHED		
<input type="checkbox"/> RETURN FROM OVERSEAS ETA STATION NO. OF DEPS		
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		
<input type="checkbox"/> YES <input type="checkbox"/> NO		
9. REQUESTING OFFICER		
SIGNATURE		
ROOM	2C43	HQS
		4013

10. COMMENTS	
<p>Mr. Wigren is planning to travel 10/24/75 to London, please expedite.          Mr. Wigren had MPT/PHE in July 1975.</p>	
11. REPORT OF EVALUATION	
<p>Qualified for TDY Standby until 1 October 1977.</p>	
DATE	
23 October 1975	
	OMS/pro

FORM 259 1-75 PREVIOUS EDITIONS

SECRET

1287

OBC	
PHYSICAL QUALIFICATION RECORD	
NAME  Wigren, Lee	CAUSE OF ACTION  END
TITLE OF POSITION  Clerk	GRADE  GS-6
DEPARTMENT OR FIELD  Dept.	
<p>Subject was found physically <input checked="" type="checkbox"/> fit <input type="checkbox"/> unfit for duty with this organization in the above grade and position.</p> <p>RECOMMENDATIONS:</p> <p>And o/s duty</p>	
10 Mar 51 DATE	SIGNATURE OF PHYSICAL REQUIREMENTS OFFICER

SECRET  
(When Filled In)

PW/B

## QUALIFICATIONS UPDATE

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

Now that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 5E-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

### SECTION I

#### BIOGRAPHIC AND POSITION DATA

EMP. SER. NO. 006198	NAME (Last-First-Middle) WIGREN, Lee H.	DATE OF BIRTH 12/01/23	SD D	GRADE 13
-------------------------	--	---------------------------	---------	-------------

### SECTION II

#### EDUCATION

##### HIGH SCHOOL

LAST HIGH SCHOOL ATTENDED	ADDRESS (City, State, Country)	YEARS ATTENDED (From-To)	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------	--------------------------------	--------------------------	--

##### COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/QR. HRS. (Specify)
	MAJOR	MINOR				
1.						
2.						

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

#### TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

#### OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

### SECTION III

#### MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:				
2. NAME OF SPOUSE (Last) (First) (Middle) ( maiden)				
3. DATE OF BIRTH	4. PLACE OF BIRTH (City, State, Country)			
5. OCCUPATION	6. PRESENT EMPLOYER			
7. CITIZENSHIP	8. FORMER CITIZENSHIP(S) COUNTRY(IES)	9. DATE U.S. CITIZENSHIP ACQUIRED		

### SECTION IV

#### DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

FORM 444n USE PREVIOUS EDITIONS  
7-69

SECRET

GROUP 1  
Excluded from automatic  
downgrading and declassification

(4-51)

**SECRET**  
(When Filled In)

SECTION VI GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATE & PLACE OF RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY--CHECK (X)			
				RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
		SEP 30 8 59 AM '71					
SECTION VII TYPING AND STENOGRAPHIC SKILLS							
1. TYPING (PPM)		2. SHORTHAND (PPM)		3. INDICATE SHORTHAND SYSTEM USED--CHECK (X) APPROPRIATE ITEM			
				<input type="checkbox"/> GREGG <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENOGRAPHY <input type="checkbox"/> OTHER SPECIFY:			
SECTION VIII SPECIAL QUALIFICATIONS							
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED.							
SECTION VIII MILITARY SERVICE							
CURRENT DRAFT STATUS							
1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED?				2. NEW CLASSIFICATION			
<input type="checkbox"/> YES <input type="checkbox"/> NO							
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS				4. IF DEFERRED, GIVE REASON			
MILITARY RESERVE, NATIONAL GUARD STATUS							
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG		<input type="checkbox"/> ARMY <input type="checkbox"/> NAVY		<input type="checkbox"/> MARINE CORPS <input type="checkbox"/> AIR FORCE		<input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> AIR NATIONAL GUARD	
1. CURRENT RANK, GRADE OR RATE		2. DATE OF APPOINTMENT IN CURRENT RANK		3. EXPIRATION DATE OF CURRENT OBLIGATION			
4. CHECK CURRENT RESERVE CATEGORY <input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED							
5. MILITARY MOBILIZATION ASSIGNMENT				6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED			
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)							
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		DATE COMPLETED			
SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS							
NAME AND CHAPTER		ADDRESS (Number, Street, City, State, Country)			DATE OF MEMBERSHIP		
					FROM    TO		
SECTION X REMARKS							
NO CHANGES							
DATE		SIGNATURE OF EMPLOYEE					
22 Sep 71		[Signature]					

**SECRET**



SECRET

(When filled in)

OFFICIAL USE ONLY (until filled in)

## - QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

SECTION I				
BIOGRAPHIC AND POSITION DATA				
1. SER. NO.	2. NAME (Last, first, middle initial)	3. SEX	4. DATE OF BIRTH	5. SCHEDULE/GRADE/STEP
006198	WIGHEN LEE W	M	12/01/23	GS-13-05
6. POSITION TITLE	7. OFFICE OF ASSIGNMENT	8. LOCATION (Country, City)		
INSTR INTEL	OTR	WASH., D.C.		
SECTION II				
AGENCY OVERSEAS SERVICE				
AREA	TYPE TOUR	FROM	TO	
AFRICA	TDY-RR	88/10/13	88/11/13	
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>OVERSEAS DATA  CORDED  DATE: 7 AUG 1968  INITIALS: <i>XX</i></p> </div>				
SECTION III				
EDUCATION				
DEGREE	MAJOR FIELD	COLLEGE	YEAR	
BACH ASTR	HISTORY, GENERAL HISTORY, GENERAL	YALE UNIV CONN HARVARD UNIV MASS	47 48	

SECRET

GROUP 1  
Excluded from automatic  
downgrading and declassification

5 8 AUG 1968 (451)

## GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL

SECTION V										

## TYPING AND STENOGRAPHIC SKILLS

4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE BEEN ASSOCIATED

## SPECIAL QUALIFICATIONS

TABLE 1. *Estimated and observed total phosphorus (TP) and total nitrogen (TN) loads (kg day<sup>-1</sup>) in the Saginaw River, 1990-1992*

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[illegible]

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5. Final letter to the Central Bank, 1974 (11/10/74)

4. LATEST INFORMATION - 11

1. *Chlorophyll a* (Chl a) and *Chlorophyll b* (Chl b) are the two main photosynthetic pigments in green plants. They are responsible for capturing light energy and converting it into chemical energy through the process of photosynthesis. Chl a is the primary pigment, while Chl b acts as an accessory pigment, transferring energy to Chl a.

INDICATE ANY DEVICES AND/OR TREATMENTS USED:

\_\_\_\_\_

[illegible]

ACCEPTANCE / NOTED / DISCONTINUED

SECRET

When Filled In

SECTION VII			
MILITARY SERVICE			
CURRENT DRAFT STATUS			
1. ARE YOU REGISTERED FOR THE DRAFT?		2. SELECTIVE SERVICE CLASSIFICATION	
<input type="checkbox"/> YES <input type="checkbox"/> NO			
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS		4. IF DEFERRED, GIVE REASON	
MILITARY SERVICE RECORD Active Duty Only			
1. MILITARY ORGANIZATION (Army, Navy, etc. - specify)		2. DATES OF SERVICE (extended Active Duty)	
ARMY		FROM FEB 1943 TO FEB 1946	
3. STATUS (Regular, Reserve, etc. - specify)		4. SERIAL SERVICE OR FILE NUMBER	
		5/SGT	
5. CHECK TYPE OF SEPARATION			
<input checked="" type="checkbox"/> HONORABLE DISCHARGE <input type="checkbox"/> RELEASE TO INACTIVE DUTY <input type="checkbox"/> RETIREMENT FOR SERVICE <input type="checkbox"/> RETIREMENT FOR COMBAT DISABILITY <input type="checkbox"/> RETIREMENT FOR AGE <input type="checkbox"/> RETIREMENT FOR DISABILITY <input type="checkbox"/> UNDESIRABLE DISCHARGE <input type="checkbox"/> OTHER SEPARATION			
6. BRIEF DESCRIPTION OF MILITARY DUTIES (record the dates and skills which best describe your work or function in the military service)			
MILITARY RESERVE, NATIONAL GUARD STATUS			
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG			
<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD			
1. CURRENT RANK, GRADE OR RATE	2. DATE OF APPOINTMENT IN CURRENT RANK	3. EXPIRATION DATE OF CURRENT RESERVE OBLIGATION	
4. CHECK CURRENT RESERVE CATEGORY			
<input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> DEFERRED <input type="checkbox"/> DISCHARGED			
5. BRIEF DESCRIPTION OF MILITARY RESERVE DUTIES (record the dates and skills which best describe your work or function in the military service)			
6. IF YOU ARE CURRENTLY ASSIGNED TO A RESERVE OR NATIONAL GUARD TRAINING UNIT, IDENTIFY THE UNIT AND ITS ADDRESS			
MILITARY SCHOOLS COMPLETED (Active Duty, Reserve Status or as Civilian)			
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	DATE COMPLETED	
1.			RESIDENT
			CORRESPONDENCE
			AGENCY SPONSORED
2.			RESIDENT
			CORRESPONDENCE
			AGENCY SPONSORED
3.			RESIDENT
			CORRESPONDENCE
			AGENCY SPONSORED
4.			RESIDENT
			CORRESPONDENCE
			AGENCY SPONSORED
5.			RESIDENT
			CORRESPONDENCE
			AGENCY SPONSORED

SECRET

- 4 -

## SECRET

(When Filled In)

SECTION VIII			AGENCY EMPLOYMENT HISTORY		
1. INCLUSIVE DATES (from-to, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE OFFICE OR DIVISION, BRANCH	
MAY 1957 - MAY 1965		HEADQUARTERS		DDP/SR	
4. TITLE OF JOB		5. GRADES HELD IN JOB			
CHIEF, RESEARCH BRANCH, CI GROUP, SR DIV.		GS-12, GS-13			
6. DESCRIPTION OF DUTIES					
<ul style="list-style-type: none"> <li>- PLANNED &amp; IMPLEMENTED SR DIVISION RESEARCH PROGRAM ON SOVIET INTELLIGENCE</li> <li>- SUPERVISED WORK OF SECTION (LATER BRANCH) WHICH AT MAXIMUM STRENGTH INCLUDED 17 ANALYSTS &amp; CLERKS</li> <li>- EDITED PUBLICATIONS</li> <li>- DIRECTED DISSEMINATION OF PUBLICATIONS TO AGENCY AND U.S. INTEL COMMUNITY CUSTOMERS</li> <li>- CONDUCTED LECTURES &amp; BRIEFINGS FOR U.S. &amp; FOREIGN LIAISON PERSONNEL</li> </ul>					
1. INCLUSIVE DATES (from-to, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE OFFICE OR DIVISION, BRANCH	
SEPT 1957 - MAY 1959		HQ		DDP/FE/D	
4. TITLE OF JOB		5. GRADES HELD IN JOB			
BIOGRAPHIC OFFICER		GS-11, 12			
6. DESCRIPTION OF DUTIES					
<ul style="list-style-type: none"> <li>- CONDUCTED RESEARCH &amp; PREPARED REPORTS</li> <li>- CONDUCTED EXTERNAL LIAISON</li> <li>- HELPED DEVELOP NEW PROGRAMS</li> <li>- SUPERVISED 4 PERSONNEL</li> </ul>					
1. INCLUSIVE DATES (from-to, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE OFFICE OR DIVISION, BRANCH	
APRIL 1955 - SEPT 1957		HQ		DDP/WE-1	
4. TITLE OF JOB		5. GRADES HELD IN JOB			
AREA OPS OFFICER		GS-11			
6. DESCRIPTION OF DUTIES					
<ul style="list-style-type: none"> <li>- SUPPORTED ACTIVITIES OF STOCKHOLM STATION</li> </ul>					

SECRET

## SECRET

(When Filled In)

SECTION VIII			AGENCY EMPLOYMENT HISTORY (Cont'd)	
1. INCLUSIVE DATES (From-To, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE OFFICE OR DIVISION, BRANCH
MAR 1951 - APR 1955		HQ		DDP/ [ ] S143 *
4. TITLE OF JOB		5. GRADES HELD IN JOB		
INTELLIGENCE OFFICER		GS-6, 7, 9, 11		
6. DESCRIPTION OF DUTIES				
<p>CONDUCTED RESEARCH</p> <ul style="list-style-type: none"> <li>PREPARED STUDIES ON SOVIET INTELLIGENCE</li> <li>STUDIED RELATIONSHIP OF SOVIET &amp; EAST EUROPEAN INTELLIGENCE SERVICES; PREPARED PAPERS ON SUBJECT; CONDUCTED BRIEFINGS</li> </ul>				
1. INCLUSIVE DATES (From-To, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE OFFICE OR DIVISION, BRANCH
4. TITLE OF JOB		5. GRADES HELD IN JOB		
6. DESCRIPTION OF DUTIES				
1. INCLUSIVE DATES (From-To, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE OFFICE OR DIVISION, BRANCH
4. TITLE OF JOB		5. GRADES HELD IN JOB		
6. DESCRIPTION OF DUTIES				

SECRET

1840-1841

SECTION IX		MARITAL STATUS		
1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Pending, etc.)				
2. NAME OF SPOUSE		3. NAME OF SPOUSE		
4. DATE OF BIRTH		5. PLACE OF BIRTH (State, County, Country)		
6. OCCUPATION		7. PRESENT EMPLOYER		
8. FORMER CITIZENSHIPS, COUNTRIES		9. DATE OF CITIZENSHIP ACQUIRED		
SECTION X				
DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE				
NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
CHRISTOPHER LEE	SON	WASHINGTON DC 10 MAR 1957	US	10107 ALICE CT, FAIRFAX VA
ERIC VICTOR	"	WASHINGTON DC 18 AUG 1957	"	"
SECTION XI				
PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS			DATE OF MEMBERSHIP	
NAME AND CHAPTER	ADDRESS (Member, Street, City, State, Country)		FROM	TO
VALE ALUMNI CLUB OF WASHINGTON DC				
DATE		SIGNATURE OF EMPLOYEE		
17 May 1968		Lee H Wigren		

**SECRET**

**. 7 .**

30 December 1963

MEMORANDUM FOR THE RECORD

SUBJECT: Certificate of Completion - Midcareer Course No. 1  
7 October - 15 November 1963

The attached certificate indicates that Lee H. Wigren, SR, has completed the Agency's Midcareer Course No. 1. This course is one part of the Agency's Midcareer Training Program.

Among other topics, this course covers the functioning of the various components of the Agency, the functioning of other agencies of the U.S. Government, particularly those with intelligence and action responsibilities, and the Agency's relation to them. It also covers foreign, domestic, political and other factors affecting the policies of the U.S. Government.

*Lester C. Houck*  
Lester C. Houck  
Chairman  
Midcareer Course

SECRET

14-00000

*Valeat Intelligentia Melius*



This certifies that

LEE H. WIGREN

has completed the  
*Midcareer Course*

15 November 1963

*Matthew Baird*

DIRECTOR OF TRAINING

*Marshall S. Caner*

DEPUTY DIRECTOR OF CENTRAL INTELLIGENCE



**SECRET**  
(When Filled In)

-LY

<b>PERIODIC SUPPLEMENT PERSONAL HISTORY STATEMENT</b>		THIS DATE <b>9 FEBRUARY 1954</b>
<b>INSTRUCTIONS</b>		
<p><small>This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.</small></p>		
<b>SECTION I GENERAL</b>		
1. FULL NAME (Last-First-Middle) <b>WIGREN, Lee H.</b>		
2. CURRENT ADDRESS (No., Street, City, Zone, State) <b>15 MODE ST, FAIRFAX, VIRGINIA</b>		3. PERMANENT ADDRESS (No., Street, City, Zone, State) <b>SAME</b>
4. HOME TELEPHONE NUMBER <b>CRESCENT 3-4950</b>	5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE <b>VIRGINIA</b>	
<b>SECTION II PERSON TO BE NOTIFIED IN CASE OF EMERGENCY</b>		
1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S. <b>WIGREN, ELLAN R</b>		2. RELATIONSHIP <b>WIFE</b>
3. HOME ADDRESS (No., Street, City, Zone, State, Country) <b>15 MODE ST, FAIRFAX, VIRGINIA</b>		
4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country). INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE <b>NA</b>		
5. HOME TELEPHONE NUMBER <b>CR 3-4950</b>	6. BUSINESS TELEPHONE NUMBER <b>NA</b>	7. BUSINESS TELEPHONE EXTENSION <b>NA</b>
8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE. <b>NOT DESIRABLE</b>		
<b>SECTION III MARITAL STATUS</b>		
1. CHECK (X) ONE: <input checked="" type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED		
2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS <b>NA</b>		
<p><small>SPOUSE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.</small></p>		
3. NAME (First) (Middle) (Maiden) (Last) <b>(Alice) ELLEN RADCK WIGREN</b>		
4. DATE OF MARRIAGE <b>27 SEPT 1952</b>	5. PLACE OF MARRIAGE (City, State, Country) <b>WASHINGTON, DC</b>	
6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country) <b>ARLINGTON VIRGINIA</b>		
7. LIVING <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		8. DATE OF DEATH <b>NA</b>
		9. CAUSE OF DEATH <b>NA</b>
10. CURRENT ADDRESS (Give last address, if deceased) <b>15 MODE ST, FAIRFAX, VIRGINIA</b>		
11. DATE OF BIRTH <b>13 AUGUST 1927</b>	12. PLACE OF BIRTH (City, State, Country) <b>ROANOKE VIRGINIA</b>	
13. IF BORN OUTSIDE U.S.-DATE OF ENTRY <b>NA</b>		14. PLACE OF ENTRY <b>NA</b>
15. CITIZENSHIP (Country) <b>U.S.</b>	16. DATE ACQUIRED <b>BIRTH</b>	17. WHERE ACQUIRED (City, State, Country) <b>NA</b>
18. OCCUPATION <b>HOUSEWIFE</b>	19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, last two employers) <b>NA</b>	
20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country) <b>NA</b>		

SECTION III CONTINUED TO PAGE 2

SECRET

(When Filled In)

## SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (From - and To - ) BY MONTH AND YEAR N/A	
22. BRANCH OF SERVICE N/A	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED N/A
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN N/A	

## SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1.	1. FULL NAME (Last-First-Middle) N/A	2. RELATIONSHIP	3. AGE
1	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
2	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
3	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
4	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT

5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES

## SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.		
3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.		
N/A		
5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.		
N/A		

SECTION V CONTINUED TO PAGE 2

SECRET

~~SECRET~~  
~~When Filled In~~

## SECTION V CONTINUED FROM PAGE 1

E. P. HARTLEY, JR., 1145 1/2 E. 110th St., S.W., SALEM, ALASKA 99676

SECTION V CONTINUED FROM PAGE 2	
C. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS	
NAME OF INSTITUTION	ADDRESS (City, State, Country)
JEFFERSON FEDERAL SAVINGS	WASHINGTON DC
RIEBS (THRIFT CHECK)	" "
7. HAVE YOU EVER BEEN IN, OR DETAINED FOR, BANKRUPTCY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)	
— N/A —	

## SECTION VI

## CITIZENSHIP

1. COUNTRY OF CURRENT CITIZENSHIP U.S.		2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE: <input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> OTHER (Specify):	
3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		4. GIVE PARTICULARS N/A	
5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (FBI's papers, etc.) - N/A			

## SECTION VII

### EDUCATION

1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED							
LESS THAN HIGH SCHOOL GRADUATE				OVER TWO YEARS OF COLLEGE - NO DEGREE			
HIGH SCHOOL GRADUATE				BACHELOR'S DEGREE			
TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE				GRADUATE STUDY LEADING TO DEGREE			
TWO YEARS COLLEGE OR LESS				MASTER'S DEGREE		DOCTOR'S DEGREE	

2. COLLEGE OR UNIVERSITY STUDY							
NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		DATES ATTENDED		DEGREE REC'D	GPA REC'D	STUDY HRS. COMPLETED (Specify)
	MAJOR	MINOR	FROM	TO			

3. TRADE, COMMERCIAL, AND SPECIALIZED SCHOOLS				
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS
		FROM	TO	

4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)				
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS
		FROM	TO	

5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE				

~~SECRET~~

SECRET

(When Filled In)

## SECTION X CONTINUED FROM PAGE 4

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested, indicate title, publication date, and type of writing (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.))

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

## SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
SEPT 1957	11	FI/O
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
4	INTELLIGENCE OFFICER	
6. DESCRIPTION OF DUTIES		
<ul style="list-style-type: none"> <li>- Supervision of research personnel</li> <li>- Planning &amp; preparation of reports</li> <li>- Assisting in planning of office tasks</li> </ul>		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

(Use additional pages if required)

SECRET



SECRET

When Filled In

11/AC

PERIODIC SUPPLEMENT  
PERSONAL HISTORY STATEMENT

AB

THIS DATE

16 May 1957

## INSTRUCTIONS

This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through III in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.

## SECTION I

## GENERAL

1. FULL NAME (Last-First-Middle)

WIGREN, Leo Hobart

2. CURRENT ADDRESS (No., Street, City, Zone, State)

15 Mode Street, Fairfax, Virginia

3. PERMANENT ADDRESS (No., Street, City, Zone, State)

15 Mode Street, Fairfax, Virginia

4. HOME TELEPHONE NUMBER

Chescent 3-4250

5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE

Virginia

## SECTION II

## PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S.

WIGREN, Ellen Rader

2. RELATIONSHIP

Wife

3. HOME ADDRESS (No., Street, City, Zone, State, Country)

15 Mode Street, Fairfax, Virginia

4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country). INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE

none

5. HOME TELEPHONE NUMBER

Chescent 3-4250

6. BUSINESS TELEPHONE NUMBER

none

7. BUSINESS TELEPHONE EXTENSION

none

8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

not desirable

## SECTION III

## MARITAL STATUS (change)

1. CHECK (X) ONE:

SINGLE

☒ MARRIED

WIDOWED

SEPARATED

DIVORCED

ANNULLED

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

na

WIFE OR HUSBAND: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.

3. NAME

(First)

(Middle)

(Maiden)

(Last)

Alice

Ellen

Rader

WIGREN

4. DATE OF MARRIAGE

27 Sept 1952

5. PLACE OF MARRIAGE (City, State, Country)

Washington, D.C.

6. HIS (or HER) ADDRESS BEFORE MARRIAGE (No., Street, City, State, Country)

4008 20th Road, North, Arlington, Virginia

CODED

7. LIVING

☒

yes

☐

no

8. DATE OF DEATH

na

9. CAUSE OF DEATH

na

FOR

10. CURRENT ADDRESS (Give last address, if deceased)

15 Mode Street, Fairfax, Virginia

11. DATE OF BIRTH

13 August 1927

12. PLACE OF BIRTH (City, State, Country)

Ronnoka, Virginia

QUALIFIED  
10 JAN 1958  
DATE

13. IF BORN OUTSIDE U.S., DATE OF ENTRY

na

14. PLACE OF ENTRY

na

15. CITIZENSHIP (Country)

U.S.

16. DATE ACQUIRED

birth

17. WHERE ACQUIRED (City, State, Country)

na

18. OCCUPATION

housewife

19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, list two employers)

FORMER, Arlington County School Board

20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)

Arlington, Virginia

SECTION III CONTINUED TO PAGE 2

SECRET

(When Filled In)

## SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE (From and To) BY MONTH AND YEAR From February 1943 to February 1946	
22. BRANCH OF SERVICE Army	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED U.S.
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN None	

## SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1	1. FULL NAME (Last-First-Middle) NA	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
2	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
3	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
4	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT

5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES

NA

## SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
---	---	-----------------------------

2. IF YOUR ANSWER IS "NO" TO THE ABOVE, STATE SOURCES OF OTHER INCOME

NA

3. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS

NAME OF INSTITUTION	ADDRESS (City, State, Country)
Jefferson Federal Savings and Loan Inc.	Washington, D.C.
Riggs National Bank (Thrifcheck account)	Washington, D.C.

SECTION V CONTINUED TO PAGE 3

SECRET

SECRET

(When Filled In)

## SECTION V CONTINUED FROM PAGE 2

4. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? ☐ YES ☒ NO

5. IF YOUR ANSWER IS "YES" TO THE ABOVE QUESTION, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)

NA

6. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? ☐ YES ☒ NO

7. IF YOUR ANSWER IS "YES" TO THE ABOVE QUESTION, GIVE COMPLETE DETAILS

NA

8. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? ☐ YES ☒ NO IF YOU HAVE ANSWERED "YES", GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.

**SECTION VI**

**CITIZENSHIP**

1. PRESENT CITIZENSHIP (Country) U.S.

2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE:  
☒ BIRTH ☐ MARRIAGE ☐ OTHER (Specify):

3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? ☐ YES ☒ NO

4. GIVE PARTICULARS

NA

5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (Final papers, etc.)

NA

**SECTION VII**

**EDUCATION**

1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED

LESS THAN HIGH SCHOOL GRADUATE	OVER TWO YEARS OF COLLEGE - NO DEGREE
HIGH SCHOOL GRADUATE	BACHELOR'S DEGREE
TRADITIONAL, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE	GRADUATE STUDY LEADING TO HIGHER DEGREE
TWO YEARS COLLEGE OR LESS	MASTERS DEGREE
	DOCTOR'S DEGREE

2. COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT	DATES ATTENDED		DEGREE REC'D	DATE REC'D	SEM/STR. HOURS SPECIFY
		FROM	TO			
Boston University, Liberal Arts College Boston, Massachusetts	History	Sept 41	Feb 43			
Yale University New Haven, Connecticut	History	July 43	Apr 44			
" " " " " " " "	"	Mar 46	June 47	A.B.	1947	
Harvard University, Graduate School Cambridge, Massachusetts	History	Sept 47	June 50	A.M.	1948	

3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
NA				

4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
<del>Information &amp; Education School</del>				
Information & Education School Lexington, Virginia	information and education specialist course	October 1944	Nov 1944	1

6. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE

none

SECRET



# SECRET

(When Filled In)

SECTION VIII. FOREIGN LANGUAGE ABILITIES															
LANGUAGE  (List below each language in which you possess any degree of competence. Indicate your proficiency to read, write or speak by placing a check (X) in the appropriate boxes)	COMPETENCE - IN ORDER LISTED												HOW ACQUIRED		
	EQUIVALENT TO NATIVE FLUENCY		FLUENT BUT OBVIOUSLY FOREIGN		ADEQUATE FOR RESEARCH		ADEQUATE FOR TRAVEL		LIMITED KNOWLEDGE		NATIVE TO COUNTRY	PROLONGED RESIDENCE	CONTACT (WITH PARENTS ETC.)	ACADEMIC STUDY (ALL LEVELS)	
	R	W	R	W	R	W	R	W	R	W					

2. IF YOU HAVE CHECKED "ACADEMIC STUDY" UNDER "HOW ACQUIRED", INDICATE LENGTH AND INTENSIVENESS OF STUDY

3. DESCRIBE YOUR ABILITY TO DO SPECIALIZED LANGUAGE WORK INVOLVING VOCABULARIES AND TERMINOLOGY IN THE SCIENTIFIC, ENGINEERING, TELECOMMUNICATIONS, MILITARY OR ANY OTHER SPECIALIZED FIELD

SECTION IX. GEOGRAPHIC AREA KNOWLEDGE						
1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE KNOWLEDGE GAINED AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE" INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, RAILROADS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.						
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY			
			RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
Sweden	political	na			X	X
USSR	political				X	X
Soviet Satellites	political					X

2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE

na

SECTION X. TYPING AND STENOGRAPHIC SKILLS					
1. TYPING (W.P.M.)	2. SHORTHAND (W.P.M.)	3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM			
slight	none	GREGG	SPEEDWRITING	STENOGRAPH	OTHER (Specify):
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Mimeograph, Card Punch, etc.)					
na					

SECTION XI. SPECIAL QUALIFICATIONS	
1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH	
stamp collecting, swimming, tennis	
2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK	
research and analysis experience in school and at work	
3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTWAVE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.	
na	
4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF KNOWN.	
na	
5. FIRST LICENSE OR CERTIFICATE (Year of issue)	6. LATEST LICENSE OR CERTIFICATE (Year of issue)

**SECRET**  
(When Filled In)

**SECTION XI CONTINUED FROM PAGE 8**

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested). INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.)

none

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

none

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

public speaking - high school, college, church

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

DMA

**SECTION XII ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE**

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Mar 51 - Jan 55	up to GS-9	STC/ Soviet Intelligence Branch

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
none	intelligence officer and research analyst

6. DESCRIPTION OF DUTIES  
Research, preparation of case studies and analyses, lecturing. Specialisation in intelligence services of Soviet satellites.

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Jan 55 - Mar 55	11	SR/CE

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
none	intelligence officer

6. DESCRIPTION OF DUTIES  
Same as above -- Branch was transferred

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Apr 55 -	11	WE-1 /

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
	Intelligence Officer

6. DESCRIPTION OF DUTIES  
Study, guidance and support of operations; preparation and coordination of intelligence and operational reports; preparation of administrative documents; providing support to field stations; Acting desk chief for 3 months.

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE

6. DESCRIPTION OF DUTIES

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE

6. DESCRIPTION OF DUTIES

(Use additional pages if required)

**SECRET**

**SECRET**  
(When Filled In)

**SECTION XIII**

**CHILDREN AND OTHER DEPENDENTS**

1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.	1	2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepchildren, sister, etc.) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.	1
--	---	---	---

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		CITIZENSHIP	ADDRESS
			M	F		
Christopher Lee Wigron	son	1957	X		US	15 Mode St, Fairfax, Virginia
Ellen Rader Wigron	wife	1927		X	US	same

ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS

**Previous addresses:**

218 Belmont Avenue, Brockton, Massachusetts -- prior to Agency employment

3200 16th Street NW, Washington, D.C. -- March to July 1951

1616 16th Street, NW, Washington, D.C. -- July 1951 to August 1952

2700 Que Street, NW, Washington, D.C. -- August 1952 to April 1956

DATE COMPLETED

*16 May 1957*

SIGNATURE OF EMPLOYEE

**SECRET**

SECRET

(When Filled In)

11-61		106198		LANGUAGE DATA RECORD	
PART I-GENERAL					
1. NAME (Last-First-Middle)			2. DATE OF BIRTH		
WIGREN, LEE HERBERT			DECEMBER 11 1923		
3. LANGUAGE		4. ACQUAINTANCE DATE		5.	
SWEDISH 23Y		MAY 16 1957		<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (Newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (42)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.					
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
5. I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (43)					
1. MY PRONUNCIATION IS NATIVE.					
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					

CONTINUATION OF PART II-LANGUAGE ELEMENTS	
<b>SECTION D. Speaking (43)</b>	
1.	I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND AUTOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2.	I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3.	I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
(4)	I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5.	I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.
<b>SECTION E. Understanding (44)</b>	
1.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
(3)	I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4.	I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5.	I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.
BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
<b>PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)</b>	
1.	I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2.	I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3.	BOTH OF THE ABOVE STATEMENTS APPLY.
(4)	NONE OF THE ABOVE STATEMENTS APPLY.
<b>PART IV-CERTIFICATION</b>	
<p>I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES AN APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-115, PAR. 101A. I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.</p>	
DATE SIGNED	SIGNATURE
16 May 1957	[Signature]
(46)	(47) E

SECRET  
(When Filled In)

(1-6)		LANGUAGE DATA RECORD			
106195					
PART I-GENERAL					
1. NAME (Last-First-Middle) (17-24)			2. DATE OF BIRTH (25-30)		
WIGRETS, LEE HOBERT			MONTH DECEMBER	DAY 1	YEAR 1923
3. LANGUAGE (31-32)		4. TODAY'S DATE (33-35)		5. <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
FRENCH 265		MONTH JAN	DAY 16	YEAR 1957	
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
(3) I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (41)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, ABBREVIATED STYLE, USING THE DICTIONARY OCCASIONALLY.					
(4) I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, ABBREVIATED STYLE, USING THE DICTIONARY FREQUENTLY.					
5. I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (42)					
1. MY PRONUNCIATION IS NATIVE.					
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
(3) MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					

CONTINUATION OF PART II—LANGUAGE ELEMENTS	
<b>SECTION D. Speaking (43)</b>	
1.	I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND INFORMATIONALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2.	I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3.	I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
④	I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5.	I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.
<b>SECTION E. Understanding (44)</b>	
1.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3.	I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
④	I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5.	I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.
BEFORE CONTINUING — CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
<b>PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)</b>	
1.	I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2.	I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3.	BOTH OF THE ABOVE STATEMENTS APPLY.
④	NONE OF THE ABOVE STATEMENTS APPLY.
<b>PART IV—CERTIFICATION</b>	
<p>I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 29-115, PAR. 10(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.</p>	
DATE SIGNED	SIGNATURE
16 July 1957	Lee H. H. H. H. H.
(46)	@ 10 E

**SECRET**  
(When Filled In)

106198		LANGUAGE DATA RECORD			
PART I-GENERAL					
1. NAME (Last-First-Middle) (11-24)			2. DATE OF BIRTH (17-30)		
WIGKEN, LEO HOBART			MONTH	DAY	YEAR
December			1	1923	
3. LANGUAGE (21-33)		4. TODAY'S DATE (13-33)		5. <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
GERMAN 283		MONTH	DAY		
MAY		16	1957		
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
(4) I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (41)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.					
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
(5) I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (42)					
1. MY PRONUNCIATION IS NATIVE.					
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
(3) MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					



CONTINUATION OF PART II--LANGUAGE ELEMENTS	
SECTION D. Speaking (43)	
1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE FREELY AND INFORMATIONALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.	
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.	
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.	
(4) I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.	
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.	
SECTION E. Understanding (44)	
1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.	
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKE'S AND PUNS.	
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.	
(4) I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.	
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.	
BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)	
1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.	
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.	
3. BOTH OF THE ABOVE STATEMENTS APPLY.	
(4) NONE OF THE ABOVE STATEMENTS APPLY.	
PART IV-CERTIFICATION	
I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25.115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.	
DATE SIGNED 16 May 1957	SIGNATURE <i>Louise J. [illegible]</i>
(48) S	(49) E

SECRET

(When Filled In)

106 178		LANGUAGE DATA RECORD			
PART I-GENERAL					
1. NAME (Last-First-Middle)			2. DATE OF BIRTH		
WICKREN, LEE ROBERT			MONTH DAY YEAR DECEMBER 1 1923		
3. LANGUAGE		4. TODAY'S DATE		5.	
SPANISH 720		MONTH DAY YEAR JAN 16 1957		<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
(4) I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (41)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.					
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
(5) I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (42)					
1. MY PRONUNCIATION IS NATIVE.					
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
(4) MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					

FORM NO. 444C  
1 FEB 57

SECRET

(4-45)

CONTINUATION OF PART III-LANGUAGE ELEMENTS

SECTION D. Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E. Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. 10141. I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

16 May 1957

SIGNATURE

Lee H. Wigman

(46)

(47)

**SECRET**  
(When Filled In)

106198		LANGUAGE DATA RECORD			
PART I-GENERAL					
1. NAME (Last-First-Middle) (1-24)				2. DATE OF BIRTH (25-30)	
WIGREN, LEE HOBART				DECEMBER	1 1923
3. LANGUAGE (31-33)		4. TODAY'S DATE (34-39)		5. <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
RUSSIAN 654		MAY	16 1957		
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
(4) 4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (41)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.					
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
(5) 5. I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (42)					
1. MY PRONUNCIATION IS NATIVE.					
(2) 2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					

CONTINUATION OF PART II—LANGUAGE ELEMENTS

SECTION D. Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
- (4) I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E. Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOSES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- (4) I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
- (4) NONE OF THE ABOVE STATEMENTS APPLY.

PART IV—CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

16 May 1957

SIGNATURE

*L. H. H. H.*

(46)

S

(47)

E

SECRET

NAME Leo H. Wigren DATE 31 May 1956

IN CASE OF EMERGENCY PLEASE NOTIFY:

NAME Mrs. Leo H. Wigren RELATIONSHIP wife

ADDRESS 15 Mada Street, Fairfax, Virginia

TELEPHONE CRascent 3-4950

WE FILE

SECRET

# APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type, write or print in INK. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the

instructions on the admission card regarding disposition of this application. If you are applying for an ORAL examination, read this application to the office named in the announcement. Be sure to read to the same office any or all letters received by the announcement. Notify the office with which you file this application of any change in your address.

<p><b>1. NAME (or examination or kind of position applied for)</b> <b>CENTRAL INTELLIGENCE AGENCY</b></p> <p><b>2. POSITION (if mentioned in examination announcement)</b></p> <p><b>3. PLACE OF EMPLOYMENT APPLIED FOR (City and State)</b> <b>WASHINGTON D. C.</b></p> <p><b>4. DATE OF THIS APPLICATION</b> <b>OCT. 5, 1950</b></p> <p><b>5. NAME (First name, Middle, Surname, if any, Last)</b> <b>Lee Robert Wiggin</b></p> <p><b>6. (a) STREET AND NUMBER OR P. O. NUMBER</b> <b>218 Belmont Avenue</b> <b>(b) CITY OR POST OFFICE (including postal zone) AND STATE</b> <b>Brockton, Massachusetts</b></p> <p><b>7. LEGAL OR USUAL RESIDENCE (State)</b> <b>Massachusetts</b></p> <p><b>8. DATE OF BIRTH (month, day, year)</b> <b>December 1, 1925</b></p> <p><b>9. PLACE OF BIRTH (city and State; if born outside U. S., name city and country)</b> <b>Brockton, Massachusetts</b></p> <p><b>10. (a) SEX</b> <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE <b>(b) HEIGHT WITHOUT SHOES</b> <b>5 FEET 9 INCHES</b> <b>(c) WEIGHT</b> <b>150 POUNDS</b></p> <p><b>11. (a) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <b>(b) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE</b> <b>GS-6 #3450</b></p> <p><b>12. (a) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT PER YEAR?</b> <b>You will not be considered for any position with a lower entrance salary.</b> <b>(b) CHECK IF YOU WILL ACCEPT SHORT TERM APPOINTMENT IF OFFERED, FOR</b> <input type="checkbox"/> 1 TO 3 MONTHS <input type="checkbox"/> 3 TO 6 MONTHS <input type="checkbox"/> 6 TO 12 MONTHS <b>NOTE: Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probationary appointment.</b> <b>(c) IF YOU ARE WILLING TO TRAVEL, SPECIFY:</b> <input checked="" type="checkbox"/> OCCASIONALLY <input checked="" type="checkbox"/> FREQUENTLY <input type="checkbox"/> CONSTANTLY</p> <p><b>13. EXPERIENCE. It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent religious, civic, welfare, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the space below in its proper sequence.</b> <b>(a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used.</b> <b>(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."</b></p>		<p><b>DO NOT WRITE IN THIS BLOCK</b> <b>For Use of Civil Service Commission Only</b></p> <p><input type="checkbox"/> APPROVED <input type="checkbox"/> SUBMITTED <input type="checkbox"/> RETURNED</p> <p><input type="checkbox"/> NOT APPROVED <input type="checkbox"/> RETURNED</p> <p><b>NOTATIONS</b></p> <p><b>APPROVED:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>OPTION</th> <th>GRADE</th> <th>EARNED RATING</th> <th>PREFERENCE</th> <th>AUGMENT</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> 5 POINTS (TENT.)</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> 10 POINTS</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> WIFE OR WIDOW</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> DISAL.</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> BEING INVESTIGATED</td> <td></td> </tr> </tbody> </table> <p><b>INITIALS AND DATE</b></p>		OPTION	GRADE	EARNED RATING	PREFERENCE	AUGMENT				<input type="checkbox"/> 5 POINTS (TENT.)					<input type="checkbox"/> 10 POINTS					<input type="checkbox"/> WIFE OR WIDOW					<input type="checkbox"/> DISAL.					<input type="checkbox"/> BEING INVESTIGATED	
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FROM: TO PRESENT TIME	Student																																

(CONTINUED ON NEXT PAGE)

② DATE OF EMPLOYMENT (month, year) FROM <u>1944 to June, 1947</u> PLACE OF EMPLOYMENT (city and State) <u>Yale University</u>		EXACT TITLE OF YOUR POSITION <u>Indexer</u>		CLASSIFICATION GRADE (if in Federal service) STARTING <u>1</u> PER <u>MO.</u> FINAL <u>1</u> PER <u>MO.</u>	
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) <u>Yale University</u> <u>170 Wall Street, Editor, Yale Walter</u>		NAME AND TITLE OF IMMEDIATE SUPERVISOR <u>Editorial Society</u> <u>Yale Walter Collection</u> KIND OF BUSINESS OR ORGANIZATION (e.g., wholesale silk, insurance agency, manufacture of locks, etc.) <u>Collection</u>			
REASON FOR LEAVING <u>Discharged from service</u>					
DESCRIPTION OF YOUR WORK <u>While on a part-time job (2 hours per week) through which I carried out of my room and heard at college. I catalogued and indexed correspondence of Harriet Martineau. In 1946 was general editor, but I was under the supervision of Mr. Walter Smith of the staff. This was a scholarly interest in English history. It provided an opportunity to participate in a large-scale historical project.</u>					
③ DATE OF EMPLOYMENT (month, year) FROM <u>Aug, 1944 to May, 1946</u> PLACE OF EMPLOYMENT (city and State) <u>Camp Dickett, Virginia</u>		EXACT TITLE OF YOUR POSITION <u>Information and Education Specialist</u>		CLASSIFICATION GRADE (if in Federal service) STARTING <u>1</u> PER <u>MO.</u> FINAL <u>1</u> PER <u>MO.</u>	
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) <u>Post Information &amp; Education Office</u> <u>Camp Dickett, Virginia</u>		NAME AND TITLE OF IMMEDIATE SUPERVISOR <u>Mr. F. J. Goulding</u> KIND OF BUSINESS OR ORGANIZATION (e.g., wholesale silk, insurance agency, manufacture of locks, etc.) <u>Post Information &amp; Education Office</u>			
REASON FOR LEAVING <u>Discharged from service</u>					
DESCRIPTION OF YOUR WORK <u>I helped organize the non-military education and information program at Camp Dickett. I prepared material for, and personally conducted lectures and discussions on history, current events, the U.S., and the enemy. I trained and supervised other lecturers, and prepared material for their use. I published a daily news sheet for the camp, and a weekly newspaper, and broadcast daily news programs. I maintained a file of current information material and served as a liaison between the camp and the outside world. I acted as a correspondent for the camp, and as a liaison between the camp and the outside world. (detail on extra sheet).</u>					
④ DATE OF EMPLOYMENT (month, year) FROM <u>June, 1944 to May, 1946</u> PLACE OF EMPLOYMENT (city and State) <u>Camp Dickett, Virginia</u>		EXACT TITLE OF YOUR POSITION <u>Unit Information and Education Clerk</u>		CLASSIFICATION GRADE (if in Federal service) STARTING <u>1</u> PER <u>MO.</u> FINAL <u>1</u> PER <u>MO.</u>	
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) <u>Supply Section, Hq. Detachment</u> <u>Post Information &amp; Education Office, Camp Dickett, Virginia</u>		NAME AND TITLE OF IMMEDIATE SUPERVISOR <u>Mr. F. J. Goulding</u> KIND OF BUSINESS OR ORGANIZATION (e.g., wholesale silk, insurance agency, manufacture of locks, etc.) <u>Post Information &amp; Education Office</u>			
REASON FOR LEAVING <u>Discharged from service</u>					
DESCRIPTION OF YOUR WORK <u>While a clerk in this unit, I was assigned the duty of maintaining and disseminating information for the Information and Education program. I conducted two or three lectures or discussions each week on history, current events, and other topics under the direction and supervision of the Post Information Office, and attended briefings at that office. I maintained a file of current information material and served as a liaison between the camp and the outside world. I acted as a correspondent for the camp, and as a liaison between the camp and the outside world. (detail on extra sheet).</u>					



Form 57

Lee Edward Wigren  
 118 Belmont Avenue  
 Brockton, Massachusetts

PERSONAL HISTORY FOR FORM # 10, Block 3:

(Information & Education Enlisted Specialist, Aug, 1944 - Feb, 1946)

A. After completing the Army Specialized Training Program course in Russian area and language studies, I was assigned to the 116th Infantry, 7th Division, then at Camp Pickett, Va. While with that unit, I conducted "orientation" lectures covering world news and background material on the war (April-May 1944).

B. Because of my limited-service status, I was transferred to the Supply Section, Headquarters Detachment, 1318 SOG, at Camp Pickett. While a clerk in that unit, I performed the duties of a unit Info & Education lecturer -- lecturing on history and current events, maintaining maps and bulletins on the battle areas, and enrolling soldiers in correspondence courses. As a result of this work (May-July 1944), I was promoted to be Info & Education Non-Commissioned Officer in the Post Info & Education Office.

C. The Post Information & Education Office was charged with the duty of planning, producing, and disseminating war information and non-military education for all troops permanently stationed at Camp Pickett and for a large hospital on the grounds. The purpose of this program was to help the troops to understand why and what we were fighting, and to understand their role in that fight. It was morale building through information.

As Non-Commissioned Officer for the Info & Education Office, I performed both administrative and functional duties. I aided in the development and execution of the policies and content of the education program, and was in immediate charge of the weekly instructional program. The following are the duties which I performed:

1. Prepared material for use in weekly lectures or discussions which all troops were required to attend.
  - Info & Education Branch in Washington supplied topical information for use in these classes. I expanded, revised, or supplemented it to suit it to the needs of our camp.
2. Trained men to conduct lectures in each of 12 to 16 units; briefed them on prepared material each week; and inspected their classes.
  - Each company or unit was required to have one or more men with suitable education or experience to conduct weekly classes on history and current events under the direction of the Info & Education Office. At briefing conferences, I discussed with them the topic for the following week, suggested means of presentation, and described general policies to be followed. I made periodic inspection visits to classes conducted by these men.
3. Lectured or conducted several discussions each week.
  - The topics of these classes were the same as those conducted by other men: basic U.S. and world history, current events, background material on the war, the relation of the U.S. to its allies, the enemy, and the role of the individual soldier. These classes contained from 75 to 100 men each, with all educational levels represented.

Robert E. Egan  
 110 - 1st Avenue  
 Brockton, Massachusetts

ADDITIONAL MATERIAL FOR ITEM # 16, Block 3 (continued):  
 (Information & Education Enlisted Specialist, Aug, 1944 - Feb, 1946)

4. Designed and prepared displays for War Information Centers in camp libraries, and in post headquarters. Developed visual aides for classroom use.
  - Displays consisted of pictures, posters, maps, and explanatory material dealing with various topics such as: The German Army, Growth of the Japanese Empire, Nazism, etc. Their purpose was to give a graphic presentation of background information concerning the war. The display at post headquarters also had maps and news items dealing with battle areas.
5. Compiled and edited daily news sheet, broadcast daily news summaries, and wrote articles on current events for camp newspaper.
  - At my suggestion, the news disseminating media at Camp Pickett were expanded by establishment of the news sheet and news broadcasts. The news sheet contained late news bulletin, factual background material, and some editorials. The news sheet and broadcasts were necessitated by the remoteness of the camp.
6. Did educational counselling and encouraged enrollments in correspondence courses offered by United States Armed Forces Institute.
7. Maintained close cooperation with camp newspaper staff, Public Relations Office, the Special Services Office, and the Intelligence Officer.

I believe that my work as Non-Commissioned Officer in the Post Information & Education Office at Camp Pickett, Virginia, from August 1944 to February 1946 would be valuable to the Central Intelligence Agency.

The job was given to me as a promotion. I received special training for it at the School for Personnel Services, Washington and Lee University, Lexington, Virginia. While performing the duties of this job, I received promotions in rank from Private First Class to Staff Sergeant. During the closing months of my service, I was in complete charge of the office in the absence of any full-time Info & Education Officer.

As the result of my work, I was invited to attend a conference of the Info & Education officers and non-commissioned officers of the Third Service Command at Edgewood Arsenal, Maryland, and to address that conference on educational and counselling problems. Since my discharge was in process at that time, I was unable to attend. Upon discharge, I received a special commendation for my work from Colonel H.C. Paullin, Commanding Officer of Camp Pickett, and a letter of recommendation from my superior.

(Copies of these letters, orders, and commendations will be submitted if necessary.)

Robert W. Wagon  
111 Belmont Avenue  
Brockton, Massachusetts

ADDITIONAL MATERIAL FOR ITEM #17:

1. Army Specialized Training Program, Russian area & language course (Yale University, July 1943 - April 1944)

After completing basic training in June 1943, I was sent to the examination center at Georgetown University to be tested for entrance into the Army Specialized Training Program.

On the basis of a language aptitude test, I was sent to Yale to take the A.S.T.P. course in Russian area and language studies. This was a nine-month course running from July 1943 through March 1944. I completed the course with grades of "dean's list" rating, and received a certificate of completion of the course.

The program of study included courses in Russian history, geography, literature, and culture; modern European history; and Far Eastern history. Special lecturers from the Commerce Department, Lord Lease, and other agencies spoke to our classes occasionally.

Much attention was devoted to study of the Russian language. Classroom work, consisting of grammar, practice reading, and conversation occupied seventeen hours of our schedule each week. This was equivalent to about three years of normal language work.

2. School for Personnel Services, Course for Information & Education Enlisted Assistants (Washington & Lee U., Lexington, Va. Oct-Nov 1944)

In order to be better prepared for work as Post Information and Education Non-Commissioned Officer at Camp Pickett, Virginia, I was sent to take the one-month course for Info & Education Enlisted Specialists, October and November 1944.

This course was prepared by the War Department, and conducted by military personnel. It presented material to be used in the preparation of Info & Education programs in camps, it suggested methods of presentation, and it provided practical experience in assessing and dealing with "orientation program" problems.

Some of the topics covered in lectures and discussions were:

Ideas as Weapons	Know the Enemy
Group Leadership Principles	Know our Allies
Morale Factors	Know the U.S.A.
Global Warfare	Teaching Methods

In addition, movies and visual aides were demonstrated.

Upon completion of this course (with a grade of Excellent), I received a certificate, and a Military Occupational Specialty Classification of : MOG 2274 (Information and Education Enlisted Specialist).

Robert Edgren  
10 Belmont Avenue  
Brookton, Massachusetts

ADDITIONAL MATERIAL FOR ITEM #18 (EDUCATION):

- A. I attended Boston University, College of Liberal Arts from September 1941 until February 17, 1943. On the latter date, I was called to active duty with the Army Enlisted Reserve Corps after completing one and one-half years (three semesters) of work. My intention had been to major in history.

Among the subjects which I studied were:

- |                                  |                      |
|----------------------------------|----------------------|
| -History of Western Civilization | -Astronomy           |
| -United States History           | -English Composition |
| -American Government             | -English Bible       |
| -Comparative Government          | -French              |
| -General Economics               | -Spanish             |
| -Psychology                      |                      |

- B. After basic training in the Army, I was sent to Georgetown University (June 1943), to take qualifying examinations for the Army Specialized Training Program. As a result, I was sent to Yale to study in the ASTP Russian language and area course (curriculum #71). This course covered the following subjects:

- |                                    |         |                   |         |
|------------------------------------|---------|-------------------|---------|
| -Russian History                   | 3 terms | -European History | 3 terms |
| -Russian Geography                 | 2 terms | -Far East History | 1 term  |
| -Russian Literature<br>and Customs | 1 term  |                   |         |
| -Russian Language                  | 3 terms |                   |         |
- (intensive course, 17 hours of class work per week)

This course was taught by regular instructors at Yale with full college standards maintained. I received a certificate for successful completion of this course. I also received one year of academic credit for this work.

- C. Upon discharge from service in February 1946, I entered Yale for the spring term, and majored in history. I was graduated from Yale in June 1947. Among the subjects I studied at Yale were:

- United States History
- American Thought & Civilization
- U.S. Diplomatic History
- History of the Contemporary World
- Senior Essay: "The Interchurch World Movement and the Steel Strike of 1919".
- Moral and Political Philosophy
- American Government in Transition
- American Immigration
- Public Opinion and Propaganda
- Greek Classics
- English Literature
- The New Testament
- German

(continued on next page)

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Lee M. Higgin  
 518 Belmont Avenue  
 Brockton, Massachusetts

ADDITIONAL MATERIAL FOR ITEM #12 (EDUCATION, continued):

- D. In September, 1947, I entered Harvard Graduate School of Arts and Sciences again to major in History. In June 1948, I received a degree of Master of Arts. Since then, I have done two years of additional graduate work toward a degree of Doctor of Philosophy. My studies in graduate school included:

- Ancient Greek History
- English History from 1681
- U.S. Colonial History
- History of the Westward Movement
- Seminar: The New Deal: "The Communist Party in the New Deal Period"
- Seminar on the West: "The Attitude of Massachusetts Democracy toward Populism in the 1890s"
- American Literature
- Directed reading in American History
- Directed reading in English History

In addition, I audited the following courses:

- The Immigrant in American History
- Government Regulation of Industry
- U.S. Intellectual History
- American Social & Cultural History
- The British Empire
- European Intellectual History in the 15th and 16th Centuries

I also attended a course of lectures on college teaching.

(Transcripts of school records will be supplied if needed)

(Educational recommendations may be obtained from:

Miss Florence Leach  
 Graduate Placement Office  
 Harvard University  
 Cambridge, Massachusetts)

⑤ DATES OF EMPLOYMENT (month, year) FROM June 1941 to Dec 1941 PLACE OF EMPLOYMENT (city and State) Boston, Massachusetts		FULL TITLE OF YOUR POSITION Store Clerk		CLASSIFY (if in Federal Service) GRADE SALARY OR EARNINGS STARTING \$ 31.11 PER hr. FINAL 3.65 PER hr.	
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person, if Federal, name department, bureau or establishment, and division) Atlantic & Pacific Tea Co. 100 N. Washington St. Boston, Mass. (Mr. Jack Edwards)		NAME AND TITLE OF IMMEDIATE SUPERVISOR Frank Donovan, Asst. Mgr. of produce dept.		KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale with, insurance agency, manufacture of trucks, etc.) Grocery	
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU None		REASON FOR LEAVING transferred into Army			
DESCRIPTION OF YOUR WORK This was part-time work at weekends and during summer vacation. I sold vegetables and fruit in the produce department of this large grocery store.					
If more space is required, use a continuation sheet (Standard Form No. 58) or a sheet of paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to each of this application.					
17. MILITARY TRAINING In the space below, describe any training received in the Armed Services (not already listed under item 16) that would assist appointing officers in placing you most effectively. Indicate actual amount of training received, such as hours per week. Detailed information regarding any special service or trade you attended is especially important. (Extra pages may be used to give full descriptions.)					
DATES FROM TO		LOCATION		DESCRIPTION OF TRAINING	
1. July 1941 April 1942		Yale University, New Haven, Conn.		Army Specialized Training Program, Russian area & language study (curriculum 1771) (details on extra sheet)	
2. Oct. 1941 Nov. 1941		Washington & Lee U. School, Lexington, Va.		for Information & Education of enlisted assistants (details on extra sheet)	
18. EDUCATION (Circle highest grade completed): 1 2 3 4 5 6 7 8 9 10 11 12					
MARK (X) THE APPROPRIATE BOX TO INDICATE SATISFACTORY COMPLETION OF <input checked="" type="checkbox"/> ELEMENTARY SCHOOL <input checked="" type="checkbox"/> JUNIOR HIGH SCHOOL <input checked="" type="checkbox"/> SENIOR HIGH SCHOOL					
(C) NAME AND LOCATION OF COLLEGE OR UNIVERSITY Boston University, Boston, Mass. Yale University, New Haven, Conn. Harvard University, Cambridge, Mass.			(A) GIVE NAME AND LOCATION OF LAST HIGH SCHOOL ATTENDED Brockton High School, Brockton, Mass.		
(D) LIST YOUR CHIEF UNDERGRADUATE COLLEGE SUBJECTS HISTORY, EUROPEAN, U.S., RUSSIAN, & OTHER Govt. Public Opinion & Propaganda			(B) SUBJECTS STUDIED IN HIGH SCHOOL WHICH APPLY TO POSITION DESIRED history, civics		
(E) OTHER TRAINING, SUCH AS VOCATIONAL, BUSINESS, STUDY COURSES GIVEN THROUGH THE ARMED FORCES INSTITUTE (show name and location of school) OR "IN-SERVICE TRAINING" IN PUBLIC OR PRIVATE EMPLOYMENT None			DATES ATTENDED FROM TO 1941 1942 1942 1943 1947 1950		
19. INDICATE YOUR KNOWLEDGE OF FOREIGN LANGUAGES French Russian			YEARS COMPLETED DAY NIGHT 1 1 2 1 3 —		
20. IF YOU HAVE TRAVELED OR RESIDED IN ANY FOREIGN COUNTRIES, INDICATE (1) NAMES OF COUNTRIES, (2) DATES AND LENGTH OF TIME SPENT THERE, AND (3) REASON OR PURPOSE (e. g., military service, business, education, recreation) None			DEGREES CONFERRED TITLE DATE A. B. 1947 A. M. 1948		
21. LIST ANY SPECIAL SKILLS YOU POSSESS AND MACHINES AND EQUIPMENT YOU CAN USE, SUCH AS OPERATION OF SHORT-WAVE RADIO, MULTITH, COMPTON, ETC.; ALTY-PUNCH, TURRET LATHES, SCIENTIFIC OR PROFESSIONAL DEVICES None			22. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (such as pilot, electrician, radio operator, teacher, lawyer, CPA, etc.) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO GIVE KIND OF LICENSE AND STATE: FIRST LICENSE OR CERTIFICATE (YEAR) LATEST LICENSE OR CERTIFICATE (YEAR)		
23. GIVE ANY SPECIAL QUALIFICATIONS NOT COVERED ELSEWHERE IN YOUR APPLICATION SUCH AS: (A) YOUR MORE IMPORTANT PUBLICATIONS (do not submit copies unless requested) (B) YOUR PATENTS OR INVENTIONS (C) PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE (D) MEMBERSHIP IN PROFESSIONAL OR SCIENTIFIC SOCIETIES, ETC. (E) HONORS AND FELLOWSHIPS RECEIVED			C. - Community Fund speaker - Winner, 10th District American Legion Oratorical Contest - Class President, Boston University 1942-43		

Please obtain copies of these references free like I do.

U. S. GOVERNMENT PRINTING OFFICE : 1967-O-393-97 16-A1946-1

STANDARD FORM 57- NOV. 1947  
U. S. CIVIL SERVICE COMMISSION

## APPLICATION FOR FEDERAL EMPLOYMENT

**INSTRUCTIONS:** In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type or print in INK. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the instructions on the admission card regarding disposition of this application. If you are applying for an UNWRITTEN examination, mail this application in the envelope in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.

**1. NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR**  
**CENTRAL INTELLIGENCE AGENCY**  
**2. OPTIMIST (if mentioned in examination announcement)**

**3. PLACE OF EMPLOYMENT APPLIED FOR (City and State)**  
**WASHINGTON D. C.**  
**4. DATE OF THIS APPLICATION**  
**OCT. 5, 1950**

**5. NAME (First name) (Middle) (Last)**  
**Lee Robert Egnon**

**6. (A) STREET AND NUMBER OR R. D. NUMBER**  
**218 Belmont Avenue**  
**(B) CITY OR POST OFFICE (including postal zone) AND STATE**  
**Brockton, Massachusetts**

**7. LEGAL OR VOTING RESIDENCE (State)**  
**Massachusetts**  
**8. (A) OFFICE PHONE**  
**4402-7**  
**(B) HOME PHONE**

**9. DATE OF BIRTH (month, day, year)**  
**December 1, 1927**  
**10. ☐ MARRIED ☒ SINGLE**

**11. PLACE OF BIRTH (city and State; if born outside U. S., name city and country)**  
**Brockton, Massachusetts**

**12. ☒ MALE ☐ FEMALE**  
**13. (A) HEIGHT WITH SHOES: 5 FEET 2 INCHES (B) WEIGHT: 150 POUNDS**

**14. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? ☐ YES ☒ NO**  
**(B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE**  
**GS-6 #3450**

**15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT? \$ PER YEAR.**  
**You will not be considered for any position with a lower entrance salary.**  
**(B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR:**  
☐ 1 TO 3 MONTHS ☐ 3 TO 6 MONTHS ☐ 6 TO 12 MONTHS  
**NOTE:** Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment.  
**(C) IF YOU ARE WILLING TO TRAVEL, SPECIFY:**  
☒ OCCASIONALLY ☒ FREQUENTLY ☐ CONSTANTLY

**(D) CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED:**  
☒ IN WASHINGTON, D. C. ☒ ANYWHERE IN THE UNITED STATES  
☐ OUTSIDE THE UNITED STATES  
**(E) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS.**  
**ALL**

**16. EXPERIENCE** It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent religious, civic, welfare, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the spaces below in its proper sequence.  
**(a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used.**  
**(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."**

**1. PRESENT POSITION**

**DATES OF EMPLOYMENT (month, year)**  
**FROM: TO PRESENT TIME**  
**PLACE OF EMPLOYMENT (city and State)**  
**NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)**  
**NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU**  
**DESCRIPTION OF YOUR WORK**  
**EXACT TITLE OF YOUR PRESENT POSITION**  
**CLASSIFICATION GRADE (if in Federal Service)**  
**SALARY OR EARNINGS: STARTING, \$ PER PRESENT, \$ PER**  
**NAME AND TITLE OF IMMEDIATE SUPERVISOR**  
**KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)**  
**REASON FOR DESIRING TO CHANGE EMPLOYMENT**

Since discharge from the Army, 11 Feb. 1946, I have been a student at Yale (until June 1947), and at Harvard (Sept. 1947 to date) under provisions of the G. I. Bill. Details of my studies are to be found elsewhere on this form.

(CONTINUED ON NEXT PAGE)

16-23560-2



## PERSONAL HISTORY STATEMENT

Instructions: 1. Answer all questions completely. If question is not applicable write "NA." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.

2. Type, print, or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? Yes  
(Yes or No)

### SEC. 1. PERSONAL BACKGROUND

A. FULL NAME Mr. LEE HOBART WIGREN Telephone: EX-5115  
(Use No (First) (Middle) (Last) Ext. 2712  
Initials) Date 05-14-88

PRESENT ADDRESS 2700 QUE ST NW WASHINGTON D.C. U.S.A.  
(St. and Number) (City) (State) (Country)

PERMANENT ADDRESS 218 BELMONT AVE. BRISTOL MASS U.S.A.  
(St. and Number) (City) (State) (Country)

B. NICKNAME \_\_\_\_\_ WHAT OTHER NAMES HAVE YOU USED? \_\_\_\_\_

\_\_\_\_\_ UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? \_\_\_\_\_

HOW LONG? \_\_\_\_\_ IF A LEGAL CHANGE, GIVE PARTICULARS \_\_\_\_\_

(Where?)

(By what authority?)

C. DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
(City) (State) (Country)

D. PRESENT CITIZENSHIP \_\_\_\_\_ BY BIRTH? \_\_\_\_\_ BY MARRIAGE? \_\_\_\_\_  
(Country)

BY NATURALIZATION CERTIFICATE NO. \_\_\_\_\_ ISSUED \_\_\_\_\_ BY \_\_\_\_\_  
(Date) (Country)

AT \_\_\_\_\_  
(City) (State) (Country)

HAVE YOU HAD A PREVIOUS NATIONALITY? \_\_\_\_\_  
(Yes or No) (Country)

HELD BETWEEN WHAT DATES? \_\_\_\_\_ TO \_\_\_\_\_ ANY OTHER NATIONALITY? \_\_\_\_\_  
(Country)

GIVE PARTICULARS \_\_\_\_\_

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? \_\_\_\_\_ GIVE PARTICULARS: \_\_\_\_\_

(2)

E. IF BORN OUTSIDE U. S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? \_\_\_\_\_

PORT OF ENTRY? \_\_\_\_\_ ON PASSPORT OF WHAT COUNTRY? \_\_\_\_\_

LAST U. S. VISA \_\_\_\_\_

(Number)

(Type)

(Place of Issue)

(Date of Issue)

## SEC. 2. PHYSICAL DESCRIPTION

AGE \_\_\_\_\_ SEX \_\_\_\_\_ HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_

EYES \_\_\_\_\_ HAIR \_\_\_\_\_ COMPLEXION \_\_\_\_\_ SCARS \_\_\_\_\_

BUILD \_\_\_\_\_ OTHER DISTINGUISHING FEATURES \_\_\_\_\_

## SEC. 3. MARITAL STATUS

A. SINGLE \_\_\_\_\_ MARRIED \_\_\_\_\_ DIVORCED \_\_\_\_\_ WIDOWED \_\_\_\_\_

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS \_\_\_\_\_

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE—INCLUDING ANNULMENTS—USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE Alice Ellen Rozar Wharen  
(First) (Middle) (Middle) (Last)

PLACE AND DATE OF MARRIAGE Washington, District of Columbia 27 September 1952  
(City) (State) (Country) (Date)

HIS (OR HER) ADDRESS BEFORE MARRIAGE 4008 Twentieth Street, N.W. Arlington United States  
(St. and Number) (City) (State) (Country)

LIVING OR DECEASED Living DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR LAST, ADDRESS 2700 Que Street Washington, D.C. USA  
(St. and Number) (City) (State) (Country)

DATE OF BIRTH Aug. 13, 1927 PLACE OF BIRTH Seaside, Virginia USA  
(Date) (City) (State) (Country)

IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_

CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
(City) (State) (Country)

OCCUPATION Teacher LAST EMPLOYER Arlington County School Board  
(Occupation) (Employer)

EMPLOYER'S OR BUSINESS ADDRESS School Board Arlington Virginia USA  
(St. and Number) (City) (State) (Country)

MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
(Date) (Date)

COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN \_\_\_\_\_

(As of  
28 Sept 52)

(4)

OCCUPATION ..... LAST EMPLOYER .....

EMPLOYER'S OR OWN BUSINESS ADDRESS .....  
(St. and Number) (City) (State) (Country)

MILITARY SERVICE FROM ..... TO ..... BRANCH OF SERVICE .....

COUNTRY ..... DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN .....

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters):

1. FULL NAME ..... AGE .....  
(First) (Middle) (Last)

PRESENT ADDRESS .....  
(St. and Number) (City) (State) (Country) (Citizenship)

2. FULL NAME ..... AGE .....  
(First) (Middle) (Last)

PRESENT ADDRESS .....  
(St. and Number) (City) (State) (Country) (Citizenship)

3. FULL NAME ..... AGE .....  
(First) (Middle) (Last)

PRESENT ADDRESS .....  
(St. and Number) (City) (State) (Country) (Citizenship)

4. FULL NAME ..... AGE .....  
(First) (Middle) (Last)

PRESENT ADDRESS .....  
(St. and Number) (City) (State) (Country) (Citizenship)

5. FULL NAME ..... AGE .....  
(First) (Middle) (Last)

PRESENT ADDRESS .....  
(St. and Number) (City) (State) (Country) (Citizenship)

SEC. 8. FATHER-IN-LAW

FULL NAME William Cecil Rader .....  
(First) (Middle) (Last)

LIVING OR DECEASED Living DATE OF DECEASE ..... CAUSE .....

PRESENT, OR LAST, ADDRESS .....  
(St. and Number) (City) (State) (Country)

DATE OF BIRTH Aug 23 1903 PLACE OF BIRTH Nace, Virginia .....  
(City) (State) (Country)

IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY .....

CITIZENSHIP U.S. WHEN ACQUIRED? BIRTH WHERE? .....  
(City) (State) (Country)

OCCUPATION Farmer LAST EMPLOYER .....

SEC. 9. MOTHER-IN-LAW

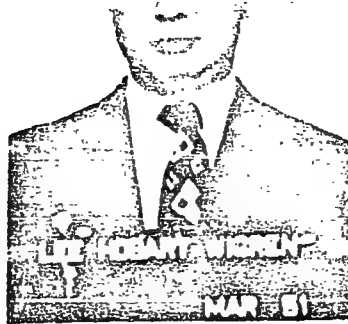
FULL NAME Baulah Sara Kader  
(First) (Middle) (Last)  
 LIVING OR DECEASED Living DATE OF DECEASE            CAUSE             
 PRESENT, OR LAST, ADDRESS            Waco, Virginia 2-A  
(St. and Number) (City) (State) (Country)  
 DATE OF BIRTH March 11, 1924 PLACE OF BIRTH Waco, Virginia  
 IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY             
 CITIZENSHIP U.S. WHEN ACQUIRED? Birth WHERE?             
(City) (State) (Country)  
 OCCUPATION Teacher LAST EMPLOYER County School Board

SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES:

NONE  
 1. NAME            RELATIONSHIP            AGE             
 CITIZENSHIP            ADDRESS             
(St. and Number) (City) (State) (Country)  
 2. NAME            RELATIONSHIP            AGE             
 CITIZENSHIP            ADDRESS             
(St. and Number) (City) (State) (Country)  
 3. NAME            RELATIONSHIP            AGE             
 CITIZENSHIP            ADDRESS             
(St. and Number) (City) (State) (Country)

SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U.S. OR OF A FOREIGN GOVERNMENT: NONE

1. NAME            RELATIONSHIP            AGE             
 CITIZENSHIP            ADDRESS             
(St. and Number) (City) (State) (Country)  
 TYPE AND LOCATION OF SERVICE (IF KNOWN)             
 2. NAME            RELATIONSHIP            AGE             
 CITIZENSHIP            ADDRESS             
(St. and Number) (City) (State) (Country)  
 TYPE AND LOCATION OF SERVICE (IF KNOWN)             
 3. NAME            RELATIONSHIP            AGE             
 CITIZENSHIP            ADDRESS             
(St. and Number) (City) (State) (Country)  
 TYPE AND LOCATION OF SERVICE (IF KNOWN)



## PERSONAL HISTORY STATEMENT

- Instructions:
1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
  2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? YES  
Yes or No

### SEC. 1. PERSONAL BACKGROUND

Telephone: \_\_\_\_\_  
Office: NONE  
Home: 4402-W

A. FULL NAME Mr. LEE HOBART WIGREN Ext. NONE  
(Use No. (Initials) First Middle Last)

PRESENT ADDRESS 218 BELMONT AV., BROCKTON, MASSACHUSETTS U.S.A.  
St. & No. City State Country

PERMANENT ADDRESS 218 BELMONT AV., BROCKTON, MASSACHUSETTS U.S.A.  
St. & No. City State Country

D. NICKNAME SONNY WHAT OTHER NAMES HAVE YOU USED? NONE

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? NOT APPLICABLE

HOW LONG? \_\_\_\_\_ IF A LEGAL CHANGE, GIVE PARTICULARS \_\_\_\_\_  
NOT APPLICABLE  
Where? By What Authority

C. DATE OF BIRTH DEC. 1, 1923 PLACE OF BIRTH BROCKTON, MASS., U.S.A.  
City State Country

E. PRESENT CITIZENSHIP U.S.A. BY BIRTH? YES BY MARRIAGE? \_\_\_\_\_  
Country

BY NATURALIZATION CERTIFICATE # \_\_\_\_\_ ISSUED \_\_\_\_\_ BY \_\_\_\_\_  
Date Court

AT NOT APPLICABLE \_\_\_\_\_  
City State Country

HAVE YOU HAD A PREVIOUS NATIONALITY? NO  
Yes or No Country

HELD BETWEEN WHAT DATES? \_\_\_\_\_ TO \_\_\_\_\_ ANY OTHER NATIONALITY? \_\_\_\_\_  
Country

GIVE PARTICULARS NOT APPLICABLE

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? NO GIVE PARTICULARS: \_\_\_\_\_

E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? NOT APPLICABLE

PORT OF ENTRY? \_\_\_\_\_ ON PASSPORT OF WHAT COUNTRY? \_\_\_\_\_

LAST U.S. VISA \_\_\_\_\_  
Number Type Place of Issue Date of Issue

## SEC. 2. PHYSICAL DESCRIPTION

AGE 26 yrs, 11 mos SEX MALE HEIGHT 5'9" WEIGHT 150 lbs.

EYES BLUE HAIR LIGHT BROWN COMPLEXION FAIR SCARS NONE

BUILD MEDIUM OTHER DISTINGUISHING FEATURES MOLE ON LEFT ARM AT ELBOW

## SEC. 3. MARITAL STATUS

A. SINGLE YES MARRIED \_\_\_\_\_ DIVORCED \_\_\_\_\_ WIDOWED \_\_\_\_\_

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS \_\_\_\_\_

NOT APPLICABLE

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE -- INCLUDE ANNULMENTS -- USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE NOT APPLICABLE  
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE \_\_\_\_\_

HIS (OR HER) ADDRESS BEFORE MARRIAGE \_\_\_\_\_  
St. & No. City State Country

LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_

CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country

OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_

EMPLOYER'S OR BUSINESS ADDRESS \_\_\_\_\_  
St. & No. City State Country

MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
Date Date

COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN \_\_\_\_\_

NOT  
APPLICABLE

SEC. 4. CHILDREN OR DEPENDENTS (Include partial dependents) NONE

NOT  
APPLICABLE

1. NAME NOT APPLICABLE RELATIONSHIP            AGE             
CITIZENSHIP            ADDRESS             
St. & No. City State Country  
2. NAME            RELATIONSHIP            AGE             
CITIZENSHIP            ADDRESS             
St. & No. City State Country  
3. NAME            RELATIONSHIP            AGE             
CITIZENSHIP            ADDRESS             
St. & No. City State Country

SEC. 5. FATHER (Give the same information for stepfather and/or guardian on a separate sheet)

FULL NAME AUGUST HERMAN WIGREN  
First Middle Last  
LIVING OR DECEASED LIVING DATE OF DECEASE            CAUSE             
PRESENT, OR, LAST, ADDRESS 218 BELMONT AV., BROCKTON, MASS., U.S.A.  
St. & No. City State Country  
DATE OF BIRTH 1889 PLACE OF BIRTH CHICAGO, ILLINOIS U.S.A.  
City State Country  
IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY NOT APPLICABLE  
CITIZENSHIP U.S.A. WHEN ACQUIRED? BIRTH WHERE?             
City State Country  
OCCUPATION HIGH SCHOOL TEACHER LAST EMPLOYER SCHOOL DEPT., BROCKTON, MASS.  
EMPLOYER'S OR OWN BUSINESS ADDRESS HIGH SCHOOL, BROCKTON, MASS., U.S.A.  
St. & No. City State Country  
MILITARY SERVICE FROM JULY 1917 TO AUG 1919 BRANCH OF SERVICE ARMY  
Date Date  
COUNTRY U.S.A. DETAILS OF OTHER GOVT SERVICE, U.S. OR FOREIGN.  
MASS. STATE GUARD, 1ST LIEUT., 1942-45.

SEC. 6. MOTHER (Give the same information for stepmother on a separate sheet)

FULL NAME IDA CAROLINE (HALLQUIST) WIGREN  
First Middle Last  
LIVING OR DECEASED LIVING DATE OF DECEASE            CAUSE             
PRESENT, OR, LAST, ADDRESS 218 BELMONT AV., BROCKTON, MASS., U.S.A.  
St. & No. City State Country  
DATE OF BIRTH 1892 PLACE OF BIRTH QUINCY, MASS.  
City State Country  
CITIZENSHIP U.S.A. WHEN ACQUIRED? BIRTH WHERE?             
City State Country  
IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY NOT APPLICABLE

OCCUPATION HOUSEWIFE LAST EMPLOYER \_\_\_\_\_  
 EMPLOYER'S OR OWN BUSINESS ADDRESS \_\_\_\_\_  
St. & No. City State Country  
 MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
 COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN. \_\_\_\_\_

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters)

1. FULL NAME RUSSELL HERMAN WIGREN AGE 20  
First Middle Last  
 PRESENT ADDRESS 218 BELMONT AV. BRACATON, MASS. U.S.A.  
St. & No. City State Country Citizenship
2. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
 PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship
3. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
 PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship
4. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
 PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship
5. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
 PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship

SEC. 8. FATHER-IN-LAW NOT APPLICABLE

FULL NAME \_\_\_\_\_  
First Middle Last  
 LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_  
 PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country  
 DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
 IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country  
 OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_



SEC. 9. MOTHER-IN-LAW NOT APPLICABLE

FULL NAME \_\_\_\_\_  
First Middle Last  
 LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_  
 PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country  
 DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
 IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country  
 OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_

SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES: NONE

1. NAME NONE RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country  
 2. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country  
 3. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U.S. OR OF A FOREIGN GOVERNMENT.

1. NAME STEPHEN P. ANDERSEN RELATIONSHIP HUSBAND OF MY FATHER'S COUSIN AGE 55  
 CITIZENSHIP U.S. ADDRESS 4509 7th St. NW, WASHINGTON D.C.  
St. & No. City State  
 TYPE AND LOCATION OF SERVICE (IF KNOWN) U.S. DEPT. OF COMMERCE  
 2. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State  
 TYPE AND LOCATION OF SERVICE (IF KNOWN) \_\_\_\_\_  
 3. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State  
 TYPE AND LOCATION OF SERVICE (IF KNOWN) \_\_\_\_\_

# SEC. 12 EDUCATION

ELEMENTARY SCHOOL WHITMAN SCHOOL ADDRESS BROCKTON, MASS. U.S.A.  
City State Country  
 DATES ATTENDED 1928-1937 GRADUATE? YES

HIGH SCHOOL SENIOR HIGH SCHOOL ADDRESS BROCKTON, MASS. U.S.A.  
City State Country  
 DATES ATTENDED 1937-1941 GRADUATE? YES

COLLEGE YALE UNIVERSITY ADDRESS NEW HAVEN, CONN. U.S.A.  
City State Country  
 DATES ATTENDED \_\_\_\_\_ DEGREE A.B. (1947)

COLLEGE HARVARD UNIVERSITY ADDRESS CAMBRIDGE, MASS. U.S.A.  
City State Country  
 DATES ATTENDED 1947-1950 DEGREE A.M. (1951)  
AND WORK TOWARD PH.D.

# SEC. 13. MILITARY, NAVAL OR OTHER GOVT SERVICE - U.S. OR FOREIGN

U.S.A. ARMY S/SGT 17 FEB 1943 TO 11 FEB 1946  
Country Service Rank Dates of Service  
CAMP PICKETT, VA HONORABLE  
Last Station Type of Discharge

REMARKS: WAR MEMBER OF ARMY ENLISTED RESERVE FROM NOV 1942 TO 12 FEB 1943

SELECTIVE SERVICE BOARD NUMBER 28 ADDRESS COURT HOUSE, BROCKTON, MASS.

IF DEFERRED GIVE REASON NOT APPLICABLE

INDICATE MEMBERSHIP IN MILITARY RESERVE ORGANIZATIONS NONE

# SEC. 14) CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST.

1. FROM MARCH 1946 TO SEPTEMBER 1950

SINCE MY DISCHARGE FROM THE ARMY, (11 FEB. 1946), I HAVE BEEN A STUDENT AT YALE (UNTIL JUNE 1947) AND AT HARVARD (SEPT 1947-SEPT 1950) UNDER PROVISIONS OF P.L. #346 - THE G.I. BILL. DETAILS OF MY STUDY ARE TO BE FOUND UNDER ITEM #12 OF THIS FORM.

2. FROM SEPT 1946 TO JUNE 1947

EMPLOYING FIRM OR AGENCY EDITORIAL STAFF, YALE EDITION OF THE CORRESPONDENCE OF HORACE WALPOLE (YALE UNIVERSITY)

SEE  
EXTRA  
SHEET  
FIRST

PAGES 12-14

ADDRESS STERLING MEMORIAL LIBRARY, NEW HAVEN, CONN. U.S.A.  
St. & No. City State Country  
 KIND OF BUSINESS SCHOLARSHIP RESEARCH NAME OF SUPERVISOR MR. WARREN SMITH  
 TITLE OF JOB INDEXER (PART-TIME) WARD SALARY \$43.50 PER 12 HRS PER WEEK  
 YOUR DUTIES PART-TIME TO EARN PART OF BOARD AT COLLEGE. I INDEXED  
7 + CATALOGUED LETTERS IN CONNECTION WITH YALE EDITION  
 REASONS FOR LEAVING GRADUATION OF HERACE WALLACE'S CORRESPONDENCE

3. FROM ANVET 1944 TO FEBRUARY 1946

EMPLOYING FIRM OR AGENCY U. S. ARMY  
 ADDRESS INFORMATION-EDUCATION OFFICE, CAMP PICKETT VA. U.S.A.  
St. & No. City State Country  
 KIND OF BUSINESS INFORMATION-EDUCATION (MILITARY) NAME OF SUPERVISOR CAPT. J. W. YOWELL, JR.  
up to  
 TITLE OF JOB ENLISTED SPECIALIST (MSG 2274) SALARY \$96 PER MO.  
 YOUR DUTIES ORGANIZING + ADMINISTERING INFORMATION AND NON-  
MILITARY EDUCATION PROGRAM  
 REASONS FOR LEAVING DISCHARGE FROM DETAILS ON PAGES 14, 15, 16.  
SERVICE

DETAILS OF  
THIS WORK  
ARE ON  
PAGE 14, 15,  
16 OF THIS  
FORM

4. FROM JUNE 1941 TO DECEMBER 1942

EMPLOYING FIRM OR AGENCY GREAT ATLANTIC + PACIFIC TEA CO.  
 ADDRESS MAIN STREET BROCKTON MASS. U.S.A.  
St. & No. City State Country  
 KIND OF BUSINESS GROCERY NAME OF SUPERVISOR FRANK PIERONI'S  
 TITLE OF JOB PRODUCE CLERK (PART-TIME) SALARY \$6.50 PER HR  
 YOUR DUTIES SOLD VEGETABLES + FRUIT (FRIDAYS, SATURDAYS, AND  
SUMMER VACATIONS  
 REASONS FOR LEAVING TO ENTER ARMY

5. FROM 6 OCTOBER 1940 TO JUNE 1941

EMPLOYING FIRM OR AGENCY KENNEDY BUTTER + EGG CO.  
 ADDRESS 55 MAIN STREET, BROCKTON MASS U.S.A.  
St. & No. City State Country  
 KIND OF BUSINESS RETAIL GROCERY NAME OF SUPERVISOR A. M. JACOBS  
 TITLE OF JOB CLERK (PART-TIME) SALARY \$31 PER HR  
 YOUR DUTIES SELLING COFFEE, TEA, BUTTER, ETC. (SATURDAYS)  
 REASONS FOR LEAVING SUMMER REDUCTION OF HELP - (I HAD  
BEEN ON A PART-TIME BASIS ONLY.)

**EXTRA SHEET**

LEE HOGAN WIGREN  
215 BELMONT AVE.  
BROCKTON, MASS.

The following material is meant to IMPROVE  
the information given in this Form #14  
under Item #14. Please use it first.

OUTLINE HISTORY OF EMPLOYMENT, INCLUDING CASUAL EMPLOYMENT  
AND UNEMPLOYMENT. ONLY MAJOR ITEMS (WHICH ARE MARKED  
BELOW WITH \*) ARE INCLUDED ON REGULAR FORM. DETAILS  
ON OTHERS WILL BE SUPPLIED IF NECESSARY

DATES	WHERE	NATURE OF WORK
SEPT. - Nov. 1950	AT HOME	- SEEKING EMPLOYMENT - TICKET SELLING - FOOTBALL GAMES, BROCKTON HIGH SCHOOL
SEPT. 1947 to SEPT. 1950	HARVARD UNIV. STUDENT (UNDER G.I. B.) [FALL, SPRING, SUMMER TERMS, 1947-8, 1948-9, 1949-50]	* - STUDYING - CHAUFFEURING - <u>WINTER, 1948</u> } 2 weeks - <u>SUMMER, 1949</u> } each. [FOR MR. C.E. CHAMBERLAIN, 220 BELMONT ST. BROCKTON, MASS.]
MAR. 1946 to JUNE 1947	YALE UNIV. STUDENT (UNDER G.I. BILL) [SPRING + SUMMER, 1946 FALL + SPRING, 1946-7]	- STUDYING * - <u>INDEXER (Part-Time)</u> FOR YALE EDITION OF HORACE WALPOLE CORRESPONDENCE, 1703-17 - OFFICE WORK FOR SECRETARY TO DEAN OF YALE COLLEGE (Part-Time) - <u>SUMMER, 1946</u>
FEB. 17, 1943 to FEB. 11, 1946	U.S. ARMY	(1) CAMP LEE, VA. - BASIC TRAINING - FEB - JUNE 1943 (2) YALE UNIV. (ARMY SPECIALIZED TRAINING PROGRAM) - <u>JUNE 1943 - MAR. 1944</u> (3) CAMP PICKETT, VA. - 310th INFANTRY, 75th DIVISION - <u>APRIL + MAY, 1944</u> - SUPPLY SECTION, 1315 S.C.H. - <u>MAY - JULY, 1944</u> * - <u>INFO. + EDUCATION OFFICE</u> - <u>JULY 1944 - FEB. 1946</u> (4) CAMP MEADE, MD. - DISCHARGE - <u>FEB. 11, 1946</u>
SEPT. 1941 to FEB. 17, 1943	BOSTON UNIV. STUDENT	- STUDYING * - <u>CLERK, A.P. GROCERY STORE, MAIN + CALHOUN STREETS, BROCKTON - (Part-Time)</u> - <u>JUNE 1941 - DEC. 1942</u>
1935 to 1941	JUNIOR HIGH SCHOOL AND HIGH SCHOOL STUDENT	- CLERK, KENNEDY BUTTER STORE, MAIN ST., BROCKTON (PART TIME) - <u>OCT. 1940 - JUNE 1941</u> - PAPER ROUTE

STARRED ITEMS ARE DETAILED ON FORM 38-1

SEC. 15. HAVE YOU EVER BEEN DISCHARGED OR ASKED TO RESIGN FROM ANY POSITION? HAVE YOU LEFT A POSITION UNDER CIRCUMSTANCES WHICH YOU DESIRE TO EXPLAIN? GIVE DETAILS:

NONE

SEC. 16. GIVE FIVE CHARACTER REFERENCES — IN THE U.S. — WHO KNOW YOU INTIMATELY — (GIVE RESIDENCE AND BUSINESS ADDRESSES WHERE POSSIBLE.)

	Street and Number	City	State
1. <u>REV. J. MANLEY SHAW</u>	BUS. ADD. <u>CENTRAL METHODIST CHURCH, BROOKTON, MASS.</u> RES. ADD. <u>258 W. ELM ST., BROOKTON, MASS.</u>		
2. <u>MR. C. WESLEY WILLIAMS</u>	BUS. ADD. <u>41 ARLINGTON ST., BROOKTON, MASS.</u> RES. ADD. <u>32 GIFFORD ST., BROOKTON, MASS.</u>		
3. <u>MISS LYDIA A. GIBBS</u>	BUS. ADD. <u>HIGH SCHOOL, BROOKTON, MASS.</u> RES. ADD. <u>78 BUCKINGHAM AV., BROOKTON, MASS.</u>		
4. <u>REV. PAUL STOPENHAGEN</u>	BUS. ADD. <u>[HARVARD EPWORTH] METHODIST CHURCH, CAMBRIDGE, MASS.</u> RES. ADD. <u>30 LANGDON ST., CAMBRIDGE, MASS.</u>		
5. <u>MR. H. B. FISHER</u>	BUS. ADD. _____ RES. ADD. <u>JEYMAUR RD., WOODBRIDGE, CONN.</u>		
6. <u>MR. CLARENCE A. McLAUGHLIN</u>	BUS. ADD. _____ RES. ADD. <u>[?] 800 LOWELL PLACE, BETHESDA, MARYLAND</u>		

SEC. 17. NAMES OF FIVE PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES — NOT REFERENCES, SUPERVISORS OR EMPLOYERS — (Give residence and business addresses where possible.)

	Street and Number	City	State
1. <u>MR. KENNETH G. RYDER</u>	BUS. ADD. <u>CAMBRIDGE JR. COLLEGE, CAMBRIDGE, MASS.</u> RES. ADD. <u>BOWKER ST., LEXINGTON, MASS.</u>		
2. <u>MR. ROLAND J. GIBSON</u>	BUS. ADD. _____ RES. ADD. <u>ADAMS A-33, CAMBRIDGE, MASS.</u>		
3. <u>MR. HERMAN CARR</u>	BUS. ADD. <u>[PHYSICS DEPT.] HARVARD UNIV., CAMBRIDGE, MASS.</u> RES. ADD. <u>HARVARD UNIV., CAMBRIDGE, MASS.</u>		
4. <u>MR. HUTSON K. HOWELL</u>	BUS. ADD. <u>[OPTICAL LABORATORY] BOSTON UNIV., BOSTON, MASS.</u> RES. ADD. <u>14 MORRIS AV., BROOKTON, MASS.</u>		
5. <u>MR. JOHN D. SHAVE, JR.</u>	BUS. ADD. _____ RES. ADD. <u>19 ELLMAN ST., BAKENOVIA, NEW YORK</u>		

SEC. 18. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S. — (Give residence and business addresses where possible.)

	Street and Number	City	State
1. MISS LARA E. HERRICK	BUS. ADD. _____	_____	_____
	RES. ADD. 232 BELMONT AV.	BROCKTON	MASS.
2. MRS. FRANK B. YATES [and family]	BUS. ADD. _____	_____	_____
	RES. ADD. 246 BELMONT AV.	BROCKTON	MASS.
3. MR. EDWARD HENNESSY (Neighbor for many years)	BUS. ADD. 238 FOREST AV.	BROCKTON	MASS.
	RES. ADD. 40 BOUVE AV.	BROCKTON	MASS.

SEC. 19. FINANCIAL BACKGROUND

A. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? YES IF NOT, STATE SOURCES OF OTHER INCOME \_\_\_\_\_

B. NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS PEOPLE'S SAVINGS BANK, 221 MAIN ST, BROCKTON, MASS.

C. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? NO  
GIVE PARTICULARS, INCLUDING COURT: \_\_\_\_\_

D. GIVE THREE CREDIT REFERENCES — IN THE U.S.

1. NAME MR. PAUL C. BENNETT ADDRESS 282 GREEN ST, BROCKTON, MASS.  
St. & No. City State

2. NAME MR. HARDING F. PORTER ADDRESS 106 HILLDEAN AV, BROCKTON, MASS.  
St. & No. City State

3. NAME MR. WILLIAM C. NYE ADDRESS 39 CARLYNN RD, BROCKTON, MASS.  
St. & No. City State

SEC. 20. RESIDENCES FOR THE PAST 15 YEARS

FROM	TO	St. No.	City	State	Country
FROM 1933	TO 1927	128 MENLO ST.	BROCKTON	MASS.	U.S.A.
FROM 1927	TO 1943	44 BOUVE AV.	BROCKTON	MASS.	U.S.A.
FROM 1943	TO 1946	U.S. ARMY			
FROM 1946	TO 1950	218 BELMONT AV.	BROCKTON	MASS.	U.S.A.
FROM MAR 1946	TO SE 1947	YALE UNIV.	NEW HAVEN	CONN	U.S.A.
FROM 1947	TO 1950	26 MELROSE ST.	BURLINGTON	MASS.	U.S.A.
SEPT. TO MAY EACH YEAR					
FROM	TO	St. No.	City	State	Country
FROM	TO				

School  
Residence  
(During  
School  
Terms  
Only)

SEC. 21. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES NONE

A. FROM	TO	City or Section	Country	Purpose
FROM	TO	City or Section	Country	Purpose
FROM	TO	City or Section	Country	Purpose

FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____

B. LAST U.S. PASSPORT — NUMBER, DATE, AND PLACE OF ISSUE: NONE

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? NONE GIVE APPROXIMATE

DATES: \_\_\_\_\_

PASSPORTS OF OTHER NATIONS: NOT APPLICABLE

## SEC. 22. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

1. CENTRAL METHODIST CHURCH BROCKTON MASS. U.S.A.  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: ATTENDED SINCE BIRTH; MEMBER SINCE C. 1935

2. HISTORY CLUB, BROCKTON HIGH SCHOOL, BROCKTON MASS U.S.A.  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1937-1941

3. DRAMATIC CLUB, BROCKTON HIGH SCHOOL, BROCKTON, MASS. U.S.A.  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1939-1941

4. OSAMEQUIN CHAPTER  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: ca. 1940-46 (no exact records)

5. BOSTON UNIVERSITY WESLEY CLUB, BOSTON MASS U.S.A.  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1942-43 [Methodist Student Club]

6. AXA FRATERNITY, BOSTON UNIVERSITY, BOSTON, MASS. U.S.A.  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1942-43 [Pledged, but didn't complete membership]

7. YALE WESLEY FOUNDATIONAL FIRST METHODIST CHURCH, NEW HAVEN, Conn.  
Name and Chapter St. & No. City State Country U.S.A.

DATES OF MEMBERSHIP: 1943-44; 1946-47.

[CONTINUED] 16

SEC. 23. GENERAL QUALIFICATIONS

- A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")

LANGUAGE FRENCH SPEAK FAIR READ FLUENT WRITE FAIR

LANGUAGE SPANISH SPEAK SLIGHT READ FAIR WRITE SLIGHT

LANGUAGE RUSSIAN SPEAK FAIR READ SLIGHT WRITE SLIGHT

SWEDISH — SLIGHT — SLIGHT — SLIGHT

- B. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU: INDICATE DEGREE OF PROFICIENCY IN EACH:

BIKING; SWIMMING; HIKING

STAMP COLLECTING; PROPAGANDA STUDY

- C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?

YES. ① MY MILITARY DUTIES AS INFORMATION AND  
EDUCATION ENLISTED SPECIALIST (MOS 2274) IN POST  
INFO + EDUCATION OFFICE, CAMP PICKETT, VA. [SEE SEC. #140]  
② PUBLIC SPEAKING

- D. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1939:

1. TENNESSEE VALLEY AUTHORITY (1950) (application not yet complete)  
2. CIVIL SERVICE - APPLIED FOR POSITION OF HISTORY AND  
LITERATURE PROFESSOR AT COAST GUARD ACADEMY,  
NEW LONDON, CONN. (1950)

- E. IF, TO YOUR KNOWLEDGE, ANY OF THE ABOVE HAS CONDUCTED AN INVESTIGATION OF YOU, INDICATE BELOW THE NAME OF THAT AGENCY AND THE APPROXIMATE DATE OF THE INVESTIGATION:

- UNCERTAIN. MAY HAVE BEEN INVESTIGATED  
FOR HISTORY TEACHING POSITION (AUGUST, 1950).



## SEC. 24. MISCELLANEOUS

- A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED; OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES?

IF "YES", EXPLAIN: NO

- B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? NO IF SO, TO WHAT EXTENT? NEVER USED THEM.

- C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE: NO

- D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:

NO

## SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME AUGUST H. WIGREN RELATIONSHIP FATHER

ADDRESS 218 BELMONT AV., BROCKTON, MASS. U.S.A.  
St. & No. City State Country

## SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

NO

SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT BROCKTON, MASSACHUSETTS DATE NOVEMBER 1, 1950  
City and State

Officer A. N. Hall  
Witness

Lee H. Wigman  
Signature of Applicant

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

SEC. 12 - EDUCATION (continued from p. 6)

COLLEGES ATTENDED:

(1) Boston University, College of Liberal Arts, Boston, Mass.

- Attended: Sept. 1941 to Feb. 1943.
- Completed 3 semesters of work, majoring in History.
- Called to active duty with U.S. Army, Feb. 17, 1943.

Subjects:

- |                                   |                       |
|-----------------------------------|-----------------------|
| - History of Western Civilization | - Astronomy           |
| - United States History           | - English Composition |
| - American Government             | - English Bible       |
| - Comparative Government          | - French              |
| - General Economics               | - Spanish             |
| - Psychology                      |                       |

(2) Yale University, New Haven, Conn. - Army Specialized Training Program Russian Army Language Course (coursework #71)

- Attended: June 1943 to March 31, 1944 (sent by the U.S. Army)
- Completed course, received certificate and one year of academic credit.

Subjects:

- |                      |   |                    |         |
|----------------------|---|--------------------|---------|
| - Russian History    | 3 terms                                     | - European History | 3 terms |
| - Russian Geography  | 2 terms                                     | - Far East History | 1 term  |
| - Russian Literature |   |                    |         |
| and Customs          | 1 term                                      |                    |         |
| - Russian Language   | 6 terms (intensive; 16 class hours per wk.) |                    |         |

(3) Yale University, New Haven, Connecticut

- Attended: March 1946 to June 1947
- A.B. degree awarded in 1947 - majored in History

Subjects:

- |   |                               |
|---|-------------------------------|
| - United States History   | - American Immigration        |
| - American Thought & Civilization   | - Greek Classics              |
| - U.S. Diplomatic History   | - English Literature          |
| - History of Contemporary World   | - New Testament               |
| - Moral and Political Philosophy  | - Public Opinion & Propaganda |
| - American Govt. in Transition  | - German                      |
| - Senior Essay: "The Interchurch World Movement and the Steel Strike of 1919" |                               |

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(13)

STANDARD FORM NO. 104-101

(over)

(4) Harvard University, School of Arts and Sciences, Cambridge, Massachusetts

- Attended: Sept. 1947 to Sept. 1948

- A.M. degree awarded, 1948 (in History)

- Completed residence requirements toward Ph.D. in History

- Ancient Greek History
- English History from 1066
- American Literature
- U.S. Colonial History
- History of the Western World
- Seminar on the New Deal: "The Communist Party in the New Deal Period"
- Seminar on the West: "The Attitude of Massachusetts Democracy toward Communism in the 1930's"
- Directed reading in American and English History.

In addition, I attended the following courses:

- The Irrigation in American History
- Government Regulation of Industry
- U.S. Intellectual History
- American Social and Cultural History
- The British Empire
- European Intellectual History in the 18th & 19th Centuries.

I also attended a lecture course on college teaching.

Educational recommendations may be obtained from Miss Florence Leach, Graduate Placement Office, Farlow House, Cambridge, Massachusetts

#### SEC. 14 - (3) - (continued from p. 7)

##### WORK AS INFORMATION-EDUCATION SPECIALIST (MILITARY), (1944-46)

(1) After completing the ASTP course at Yale, I was assigned to the 608th Infantry, 70th Division, Camp Pickett, Va. While there, I conducted "Orientation" lectures covering world news and background material on the war (April-May 1944).

(2) Because of my limited-service status, I was transferred to the Supply Section, 131st DCU, at Camp Pickett. I performed the duties of a unit Info & Education lecturer -- lecturing on history and current events, maintaining maps and bulletins on battle areas, and enrolling soldiers in USAFI correspondence courses (May-July 1944). As a result of this work, I was promoted to the Post Info & Education Office.

(3) The Post Information & Education Office had to plan, produce, and disseminate war information and non-military education for all troops permanently stationed at Camp Pickett, and for a hospital on the grounds. The purpose of that program was to help troops to understand why and what we were fighting, and to understand their role in that fight. It was morale building through information.

As Non-Commissioned Officer for the Info & Education Office, I performed both administrative and functional duties. I aided in the development and execution of the policies and content of the education program, and was in immediate charge of the weekly instructional program.

The following are the duties I performed:

- A) Prepared material for use in the Inf & Education Office.
  - Inf & Education Office in Washington, D.C. visited for use in these classes. I suggested, however, an outline which they could suit them to the needs of our camp.
- B) Trained men to conduct lectures in each of 12 to 16 units; supplied them with use of the prepared material each week; and inspected their classes.
  - Each company or unit was required to have one or more men with suitable education or experience to conduct weekly classes on history and current events under direction of the Inf & Education Office. At biweekly conferences, I discussed with them the topic for the next week, suggesting areas of presentation, and determining general policies to be followed. I made periodic inspection visits to classes led by these men.
- C) Lectured or conducted several discussions each week.
  - The topics of these classes were the same as those used by the other men: basic U.S. history; current world events; background material on the war; the relation of the U.S. to its allies; the enemy; and the role of the individual soldier. Classes contained 75 to 100 men each, with all levels of education represented in them.
- D) Designed and prepared displays for War Information Centers in camp libraries and the post headquarters. Developed visual aids for classroom use.
  - Displays consisted of pictures, posters, maps, and explanatory material dealing with various topics, such as: "The German Army", "Growth of the Japanese Empire", "Nazism", "The United Nations", etc. The purpose was to give a graphic presentation of background information concerning the war. The display in the post headquarters had maps and news items dealing with battle areas.
- E) Compiled and edited daily news sheet; broadcast daily news summaries; wrote articles on current events for camp newspaper.
  - At my suggestion, the news-dissemination media at Camp Pickett were expanded by establishment of the news sheet and news broadcasts. The news sheet contained late news bulletins, factual background material, and some editorials. The news sheet and broadcasts were necessitated by the remoteness of the camp.
- F) Did educational counselling and encouraged enrollments in correspondence courses offered by U.S. Armed Forces Institute.
- G) Maintained close cooperation with camp newspaper staff, the Public Relations Office, Special Services Office, and the Intelligence Officer.

To be better prepared for work in the Post Inf & Education Office I was sent to the School for Personnel Services, Washington & Lee University, Lexington, Va., for a one-month course for Inf & Education Unlisted Specialists, (October-November 1944)

This course was prepared by the War Department and conducted by military personnel. It presented material to be used in preparing Inf & Education programs in camps, it suggested methods of presentation, and it provided practical experience in assessing and dealing with orientation problems.

(15)

(OVER)

STARRED ITEMS ARE DETAINED ON FORM 36-1

Some of the topics covered in lectures and discussions in this course were:

- Team as Response
- Group Leadership Principles
- Morale Factors
- Global Warfare
- Know the Enemy
- Know our Allies
- Know the I.S.W.
- Teaching Methods
- Audio and Visual Aids

Upon completion of this course (with a grade of "Excellent"), I received a certificate, and a Military Occupational Specialty Classification of 100 1274 (Information-Education Enlisted Specialist).

I believe my work as Non-Commissioned Officer in the Post Info & Education Office at Camp Pickett would be valuable to Central Intelligence. The job was given to me as a promotion. I received special training for it at the School for Personnel Services. While performing the job, I received promotions in rank from Private first class to Staff Sergeant. During the closing months of my service, I was in complete charge of the office in the absence of my full-time Info & Education Officer.

As the result of my work, I was invited to attend a conference of the Info & Education officers and non-commissioned officers of the Third Service Command at Edgewood Arsenal, Maryland, and to address that conference on educational and counselling problems. Since my discharge was in process at that time, I was unable to attend. Upon discharge, I received a special commendation from Colonel F.S. Paulin, Commanding Officer of Camp Pickett, and a letter of recommendation from my Superior.

(Copies of these letters, orders, and commendations will be submitted if necessary)

## SEC. 22 - CLUBS, ETC. (Continued from p. 10)

### 8. NEW ENGLAND METHODIST STUDENT MOVEMENT COUNCIL

- OFFICE OF CHAPLAIN, BOSTON UNIVERSITY, BOSTON, MASS.  
- DATES: 1946-1947

### 9. HARVARD WESLEY FOUNDATION { 155 MASSACHUSETTS AVE, CAMBRIDGE, MASS. 38 LANGDON ST., CAMBRIDGE, MASS.

- DATES: 1947-1950

### 10. GRADUATE HISTORY CLUB, HARVARD UNIVERSITY, CAMBRIDGE, MASS.

- DATES: 1948-1950 (Regular attendance).

### 11. HENRY ADAMS CLUB (FOR GRADUATE STUDENTS IN AMERICAN HISTORY)

- HARVARD UNIVERSITY, CAMBRIDGE, MASS.  
- DATES: 1947-1950

### 12. POST #35, AMERICAN LEGION, WEST ELM STREET, BROCKTON, MASS.

- DATES: 1946-1948.

THE FOREGOING ADDED LISTING IS TRUE TO THE BEST OF MY KNOWLEDGE:

*Leslie H. Ingram*

8.C. 2674b.

SECURITY APPROVAL

*File*  
CONFIDENTIAL

To : Chief, Covert Personnel Division  
: Personnel Officer  
From : Chief of Inspection and Security  
Subject: WIGGEN, Lee Hobart

Date: 23 March 1951  
Number: 44732

1. Note "X" below:

☒ Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

☐ Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

☒ Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

2. Memorandum dated 16 November 1950 stated subject is being considered for employment in OSA.

gkw

*Frank P. Griggs*  
FRANK P. GRIGGS  
Chief, Personnel Security Division  
BRANCH

CONFIDENTIAL

050  
10

CONFIDENTIAL

MCS

CONFIDENTIAL  
OFFICE MEMORANDUM

TO : Chief, Covert Personnel Branch

Date: 26 February 1951

FROM : Security Officer, CIA



SUBJECT: WIGREN, Lee Hobart - 44732

Reference is made to your memorandum dated 16 November 1950 which requested that subject be granted security clearance.

This is to advise that this office interposes no objection from a security standpoint to a temporary appointment of the subject to the Processing Pool, pending completion of further security action, upon the condition that subject (1) not have access to classified material, (2) not have access to CIA secure areas, (3) not be issued a CIA badge or credential. The subject may not be assigned for duty in any CIA staff or office without further authority from the Security Officer, CIA. This clearance does not include assignment to unclassified duties outside the immediate supervision of the Pool supervisor.

It is requested that this office be notified immediately when subject enters on duty so that final security processing may be scheduled.

FOR THE SECURITY OFFICER, CIA:

  
  
 Chief, Security Division

19 Mar

 Miss Helen notified  
 5 Mar 51  
 Call  
 100-100000

CONFIDENTIAL